

Application to Begin Internship

1. PERSONAL INFORMATION

* Address during candidacy:

* City, State, Zip code:

* Mailing Address (after graduation):

* City, State, Zip

* Phone during teacher candidacy:
format (###) ###-####

* Cell Phone:
format (###) ###-####

* E-mail:

* Major Endorsement Area (check all that apply)

Biology
Chemistry
Dance
Deaf Education
Early Childhood
Elementary
Education
Elementary/Special
Education Dual
English/Language
Arts
Foreign Language -
French
Foreign Language -
Spanish

History/Social
Studies
Instructional
Technology
Mathematics
Music - Instrumental
Music - Orchestral
Music - Vocal
Physical Education
Physics
Science - General
Special Education

2. ADVISEMENT INFORMATION

The information you provide will be compared to your record in SOAR. If discrepancies exist, you will be notified for clarification.

* Academic Advisor:

3. PLACEMENT INFORMATION

Your responses to the following questions will be used to better facilitate your placement. Please note: Our goal is to secure you a placement within a 35 mile radius of where you are residing. Rarely, but sometimes, students must drive 35-40 miles, one way, for this experience.

Please answer the following questions by selecting "Yes" or "No." If you answer "Yes," please provide detailed information.

* Do you have a close relationship to anyone working or attending a school within a 35-mile radius either as a superintendent, board member, bus driver, administrator, teacher, assistant teacher, secretary, student, child, etc.?

Comments:

(If you answered "Yes" to the question above, please explain the relationship and where they are working, attending, or serving - district, school, grade level.)

* Are there any extenuating circumstances regarding transportation about which we should know (i.e., child care, car)?

Comments:

(If you answered "Yes" to the question above, please explain.)

* Are you currently enrolled in the CISE Teacher Assistant Program?

* Are you willing for one of your assignments to be in a parochial or private school?

* Have you ever applied for Teacher Candidacy before?

Comments:

(If you answered "Yes" to the question above, in what year and semester did you apply?)

* Once verified with the districts, placements will be permanent. Are there any other issues about which we should know before we place you?

Comments:

(If you answered "Yes" to the question above, please explain.)

In order to comply with the NCATE standards, no placements will be made unless this section is accurately and totally completed.

4. EDUCATIONAL HISTORY

* High School:

* District:

* State:

* Dates:

5. ALL PRE-CANDIDACY OBSERVATION AND PRACTICUM LOCATION(S)

Please list all observation and practicum placements. For each placement, click the "Add Row" button to start a new line.

School	District	Grade Level	Number of Hours (total number of hours at completion)	Southern Miss Instructor
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TOTAL NUMBER OF HOURS

6. PERSONAL DATA

* Why did you choose teaching as a career? (150 words or less)

* List leadership roles you have held:

* List honors and community service for which you have been recognized.

7. VERIFICATION OR WAIVER OF PROFESSIONAL LIABILITY INSURANCE

As part of my professional teacher education preparation, I understand that I will participate in candidacy teaching experiences in school systems beyond the college campus. I am further aware that the following statement is part of the policy of Educational Field Experiences in the College of Education and Psychology.

Professional Liability Coverage: There are certain risks involved in working with children during candidacy. Courses requiring students to deal with human subjects require students to be covered by malpractice liability insurance. It is highly recommended that each candidate has liability coverage before working with children during candidacy. Teacher candidates must provide evidence of having adequate tort liability insurance or waive such coverage in writing.

* Using the drop-down options below, please select one of the following options regarding Professional Liability Insurance:

- I verify that I have professional liability insurance.
- I have been informed of the possible liability risks during practicum and clinical experiences and the need for professional liability insurance. I waive additional coverage and in doing so, I assume full responsibility for my own protection during candidacy teaching and relieve all parties of my responsibility.

If you selected "I have professional liability insurance," please state the insurance company that you are using and the period of coverage for your policy.

8. TEACHER CANDIDACY AGREEMENT

* I understand that students applying for admission to teacher education must be in good academic standing at The University of Southern Mississippi. Students on Probation, Probation Continued, or Suspension status will not be admitted to teacher education until such a time when their transcript reflects that they are in good standing.

I agree
I disagree

* I avow that all coursework leading to teacher licensure (the core subjects, education courses, major and minor areas, concentrations of study, labs, and fieldwork) will be completed before my teacher candidate experience. Furthermore, all courses related to the certification program will be completed with a final grade of "C" or better.

I agree
I disagree

* I understand that students applying for admission to teacher candidacy must be proficient in all areas of communication. Basic to effective teaching is the ability to spell, speak, and write at college level.

I agree
I disagree

* I understand that all forms and submissions for my teacher candidacy will be submitted using my subscription to Tk20, a web-based data management program.

I agree
I disagree

* I understand that work or family/personal commitments cannot be excuses for failing to meet the demands of teacher candidacy. If such interference occurs, I will be given the choice of withdrawing from teach candidacy or making the personal adjustments necessary to give full attention to the program.

I agree
I disagree

* I understand that as a result of Senate Bill #2658, the legislature requires fingerprinting and criminal records background checks for all new hires in Mississippi public school districts. In addition, some school districts are requiring teacher candidates to subsidize the cost of their own fingerprinting and background checks for clearance to do teacher candidacy within their district.

I agree
I disagree

* I understand that placements are made by Educational Field Experiences and the district; students are not allowed to arrange their own teacher candidacy assignments. Prior arrangements will not be honored and placements could be delayed a full semester in these cases. Placements may change due to shifting of district personnel or unexpected circumstances and no placement will be made until my Degree Progress Report is clear.

I agree
I disagree

* I understand that the University of Southern Mississippi reserves the right to remediation and/or remove students from their candidacy placement at district request or by Southern Miss. Continuation in the program will require successful completion of a remediation plan before I will be allowed another field placement opportunity.

I agree
I disagree

PLEASE NOTE: Your placement process will be jeopardized if you do not notify Educational Field Experiences of any name, address, and/or telephone changes. The Registrar's Office DOES NOT inform Educational Field Experiences of any changes made to your personal information.

* I agree to abide by the policies and procedures of Southern Miss and the school district throughout the placement experience. I will notify Educational Field Experiences immediately, by email, if my teacher candidate information, status, and/or needs change. If I drop out of candidacy this semester, I will provide my reasoning to the Director of Educational Field Experiences by email.

I agree
I disagree

9. CODE OF ETHICS AND CONDUCT FOR THE PROFESSIONAL EDUCATION UNIT

In 2000, the Professional Education Council adopted the following CODE OF ETHICS AND CONDUCT that applies to all students, faculty, and staff within the Professional Education Unit at The University of Southern Mississippi.

Students, faculty, and staff involved within the Professional Education Unit:

- **Embrace fairness in all actions. They ensure that work submitted as their own is their own. In addition, because of the multi-disciplinary character of education licensure programs, they are committed to interdepartmental and intercollegiate cooperation in their mutual endeavors.**
- **Believe in and practice integrity. They provide accurate information and ensure that the full truth is known. They exemplify behaviors that maintain the dignity and integrity of the profession and do not knowingly falsify or misrepresent records of facts relating to their own qualifications or those of other professionals.**
- **Take the lead in working to ensure that curriculum and faculty reflect the diverse character of American society. They are ethically bound to practice the highest standards of cultural inclusiveness, tolerance, and fairness within all aspects of the Unit.**
- **Demonstrate respect for others. They are alert to and conscious of input into the nature and directions of their programs not only from fellow students, faculty, and staff, but also from communities, school systems, and teaching professionals. Furthermore, they maintain a professional approach to personal relationships with students and colleagues.**
- **Strive to advance knowledge and skills regarding educational standards and practices that reflect the latest research in educational theory, pedagogy, and content areas.**
- **Keep in confidence information about students and colleagues that has been obtained in the course of either professional service or employment, except as required by the job or by law.**

You are expected to abide by these standards at all times. Breaches of this code may result in disciplinary action.

* I have read, understand, and agree to abide by the Code of Ethics and Conduct for the Professional Education Unit at all times. I support this code of ethics and conduct, understand its importance, and am committed to act in

I agree

I disagree

accordance with it. I further understand that any breaches of this code may result in disciplinary action.

10. MISSISSIPPI EDUCATOR CODE OF ETHICS AND STANDARDS OF CONDUCT

Each educator, upon entering the teaching profession, assumes a number of obligations, one of which is to adhere to a set of principles which defines professional conduct. These principles are reflected in the following code of ethics which sets forth to the education profession and the public it serves standards of professional conduct and procedures for implementation.

This code shall apply to all persons licensed according to the rules established by the Mississippi State Board of Education and protects the health, safety and general welfare of students and educators.

Ethical conduct is any conduct which promotes the health, safety, welfare, discipline and morals of students and colleagues.

Unethical conduct is any conduct that impairs the license holder's ability to function in his/her employment position or a pattern of behavior that is detrimental to the health, safety, welfare, discipline, or morals of students and colleagues.

Any educator or administrator license may be revoked or suspended for engaging in unethical conduct relating to an educator/student relationship (Standard 4). Superintendents shall report to the Mississippi Department of Education license holders who engage in unethical conduct relating to an educator/student relationship (Standard 4).

Code of Ethics Standards

Standard 1: Professional Conduct

An educator should demonstrate conduct that follows generally recognized professional standards.

1.1. Ethical conduct includes, but is not limited to, the following:

- 1. Encouraging and supporting colleagues in developing and maintaining high standards**
- 2. Respecting fellow educators and participating in the development of a professional teaching environment**
- 3. Engaging in a variety of individual and collaborative learning experiences essential to professional development designed to promote student learning**

4. Providing professional education services in a nondiscriminatory manner
5. Maintaining competence regarding skills, knowledge, and dispositions relating to his/her organizational position, subject matter and pedagogical practices
6. Maintaining a professional relationship with parents of students and establish appropriate communication related to the welfare of their children

1.2. Unethical conduct includes, but is not limited to, the following:

1. Harassment of colleagues
2. Misuse or mismanagement of tests or test materials
3. Inappropriate language on school grounds or any school-related activity
4. Physical altercations
5. Failure to provide appropriate supervision of students and reasonable disciplinary actions

Standard 2. Trustworthiness

An educator should exemplify honesty and integrity in the course of professional practice and does not knowingly engage in deceptive practices regarding official policies of the school district or educational institution.

2.1. Ethical conduct includes, but is not limited to, the following:

1. Properly representing facts concerning an educational matter in direct or indirect public expression
2. Advocating for fair and equitable opportunities for all children
3. Embodying for students the characteristics of honesty, diplomacy, tact, and fairness.

2.2. Unethical conduct includes, but is not limited to, the following:

1. Falsifying, misrepresenting, omitting, or erroneously reporting any of the following:
 - a. employment history, professional qualifications, criminal history, certification/recertification
 - b. information submitted to local, state, federal, and/or other governmental agencies
 - c. information regarding the evaluation of students and/or personnel
 - d. reasons for absences or leave
 - e. information submitted in the course of an official inquiry or investigation
2. Falsifying records or directing or coercing others to do so

Standard 3. Unlawful Acts

An educator shall abide by federal, state, and local laws and statutes and local

school board policies.

3.1. Unethical conduct includes, but is not limited to, the commission or conviction of a felony or sexual offense. As used herein, conviction includes a finding or verdict of guilty, or a plea of *nolo contendere*, regardless of whether an appeal of the conviction has been sought or situation where first offender treatment without adjudication of guilt pursuant to the charge was granted.

Standard 4. Educator/Student Relationship

An educator should always maintain a professional relationship with all students, both in and outside the classroom. 4.1. Ethical conduct includes, but is not limited to, the following:

1. Fulfilling the roles of mentor and advocate for students in a professional relationship. A professional relationship is one where the educator maintains a position of teacher/student authority while expressing concern, empathy, and encouragement for students
2. Nurturing the intellectual, physical, emotional, social and civic potential of all students
3. Providing an environment that does not needlessly expose students to unnecessary embarrassment or disparagement
4. Creating, supporting, and maintaining a challenging learning environment for all students

4.2. Unethical conduct includes, but is not limited to the following:

1. Committing any act of child abuse
2. Committing any act of cruelty to children or any act of child endangerment
3. Committing or soliciting any unlawful sexual act
4. Engaging in harassing behavior on the basis of race, gender, national origin, religion or disability
5. Furnishing tobacco, alcohol, or illegal/unauthorized drugs to any student or allowing a student to consume alcohol or illegal/unauthorized drugs
6. Soliciting, encouraging, participating or initiating inappropriate written, verbal, electronic, physical or romantic relationship with a student.

Examples of these acts may include but not be limited to:

- sexual jokes
- sexual remarks
- sexual kidding or teasing
- sexual innuendo
- pressure for dates or sexual favors
- inappropriate touching, fondling, kissing or grabbing
- rape

- threats of physical harm
- sexual assault
- electronic communication such as texting
- invitation to social networking
- remarks about a student's body
- consensual sex

Standard 5. Educator Collegial Relationships

An educator should always maintain a professional relationship with colleagues, both in and outside the classroom.

5.1. Unethical conduct includes but is not limited to the following:

1. **Revealing confidential health or personnel information concerning colleagues unless disclosure serves lawful professional purposes or is required by law**
2. **Harming others by knowingly making false statements about a colleague or the school system**
3. **Interfering with a colleague's exercise of political, professional, or citizenship rights and responsibilities**
4. **Discriminating against or coercing a colleague on the basis of race, religion, national origin, age, sex, disability or family status**
5. **Using coercive means or promise of special treatment in order to influence professional decisions of colleagues**

Standard 6. Alcohol, Drug and Tobacco Use or Possession

An educator should refrain from the use of alcohol and/or tobacco during the course of professional practice and should never use illegal or unauthorized drugs.

6.1. Ethical conduct includes, but is not limited to, the following:

1. **Factually representing the dangers of alcohol, tobacco and illegal drug use and abuse to students during the course of professional practice.**

6.2. Unethical conduct includes, but is not limited to, the following:

1. **Being under the influence of, possessing, using, or consuming illegal or unauthorized drugs**
2. **Being on school premises or at a school-related activity involving students while documented as being under the influence of, possessing, or consuming alcoholic beverages. A school-related activity includes but is not limited to, any activity that is sponsored by a school or a school system or any activity designed to enhance the school curriculum such as club trips, etc. which involve students.**

3. Being on school premises or at a school-related activity involving students while documented using tobacco.

Standard 7. Public Funds and Property

An educator shall not knowingly misappropriate, divert, or use funds, personnel, property, or equipment committed to his or her charge for personal gain or advantage.

7.1. Ethical conduct includes, but is not limited to, the following:

1. Maximizing the positive effect of school funds through judicious use of said funds
2. Modeling for students and colleagues the responsible use of public property

7.2. Unethical conduct includes, but is not limited to, the following:

1. Knowingly misappropriating, diverting or using funds, personnel, property or equipment committed to his or her charge for personal gain
2. Failing to account for funds collected from students, parents or any school-related function
3. Submitting fraudulent requests for reimbursement of expenses or for pay
4. Co-mingling public or school-related funds with personal funds or checking accounts
5. Using school property without the approval of the local board of education/governing body

Standard 8. Remunerative Conduct

An educator should maintain integrity with students, colleagues, parents, patrons, or businesses when accepting gifts, gratuities, favors, and additional compensation.

8.1. Ethical conduct includes, but is not limited to, the following:

1. Insuring that institutional privileges are not used for personal gain
2. Insuring that school policies or procedures are not impacted by gifts or gratuities from any person or organization

8.2. Unethical conduct includes, but is not limited to, the following:

1. Soliciting students or parents of students to purchase equipment, supplies, or services from the educator or to participate in activities that financially benefit the educator unless approved by the local governing body.
2. Tutoring students assigned to the educator for remuneration unless approved by the local school board

3. The educator shall neither accept nor offer gratuities, gifts, or favors that impair professional judgment or to obtain special advantage. (This standard shall not restrict the acceptance of gifts or tokens offered and accepted openly from students, parents, or other persons or organizations in recognition or appreciation of service)

Standard 9. Maintenance of Confidentiality

An educator shall comply with state and federal laws and local school board policies relating to confidentiality of student and personnel records, standardized test material, and other information covered by confidentiality agreements.

9.1. Ethical conduct includes, but is not limited to, the following:

1. Keeping in confidence information about students that has been obtained in the course of professional service unless disclosure serves a legitimate purpose or is required by law
2. Maintaining diligently the security of standardized test supplies and resources

9.2. Unethical conduct includes, but is not limited to, the following:

1. Sharing confidential information concerning student academic and disciplinary records, health and medical information family status/income and assessment/testing results unless disclosure is required or permitted by law.
2. Violating confidentiality agreements related to standardized testing including copying or teaching identified test items, publishing or distributing test items or answers, discussing test items, and violating local school board or state directions for the use of tests
3. Violating other confidentiality agreements required by state or local policy

Standard 10. Breach of Contract or Abandonment of Employment

An educator should fulfill all of the terms and obligations detailed in the contract with the local school board or educational agency for the duration of the contract.

10.1 Unethical conduct includes, but is not limited to, the following:

1. Abandoning the contract for professional services without prior release from the contract by the school board
2. Refusing to perform services required by the contract.

* I have read, understand, and agree to abide by the Mississippi Educator Code of Ethics and Standards

I agree

Conduct at all times. I support this code of ethics and conduct, understand its importance, and am committed to act in accordance with it. I further understand that any breaches of this code may result in disciplinary action.

I disagree

11. ETS PRAXIS II and PLT SCORES

** I understand that Praxis II and PLT tests must be taken at least 2 months prior to the date of graduation and the scores reported to Southern Miss (code #1479).*

I agree

I disagree

12. CERTIFICATION OF INFORMATION

*** I CERTIFY THAT ALL INFORMATION IN THIS APPLICATION IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.**

I certify

I do not certify

13. PHILOSOPHY OF EDUCATION

* Please attach/upload your Philosophy of Education essay by selecting the **Browse** button on the right.

No file attached

Please click [here](#) to finalize your application. Once the email pops up, please click send.