A limited number of internships are available to CSU East Bay candidates, who demonstrate a high level of maturity, time management and organizational skills, and potential teaching effectiveness. First preference will be given to internships in high demand fields including Single Subject Math, Single Subject Science, and Special Education. Internships are limited to districts that have a signed Memo of Understanding with CSU East Bay. Internships must be at least 40% FTE. The Commission on Teacher Credentialing (CTC) requires that Credential Programs and Districts provide 189 hours of mentoring and support annually to each intern. The hiring District agrees to pay CSU East Bay $2000 per intern to cover the costs of CTC-mandated support. The District may cover its costs by withholding 10% of the intern’s salary, providing half of these funds to CSU East Bay retaining the rest to pay for district-provided intern support.

If you believe that you are qualified for an internship and have received the approval of your program coordinator, please submit this Intern Application to the Credentials Student Service Center (AE 235) by the following date: __________

Intern Applicant’s Name: ______________________________________  Net ID: ______________
Cell phone #: __________________________  Email: ____________________________________

Subject:
___ Multiple Subject
___ Single Subject (Specify subject) _________________
___ Special Education Mild/Moderate Disabilities
___ Special Education Moderate/Severe Disabilities

The Commission on Teacher Credentialing requires all candidates to meet specific requirements prior to entering an internship. Please check off each requirement that you have met:

___ BA from an accredited institution of higher learning
___ Passage of CBEST
___ Demonstration of knowledge of US Constitution
___ Subject Matter Competence
___ Completion of Intern Pre-service Preparation (summer quarter credential coursework)

Special Education Intern Applicants Only
___ First year of TED SPED program completion (required)
___ Please check here if you have a valid multiple subject teaching credential (not required)
___ Please check here if you have a valid single subject teaching credential (subject) _____________ (not required)

Internships require candidates to function as the teacher of record for a group of students in addition to fulfilling credential program requirements. Please answer the following questions regarding your experience with students:

1) How long have you worked with students?

2) In what setting did you work with students?

3) What age/grade students have you worked with?
4) How would you evaluate your ability to manage student behavior?

5) How would you evaluate your ability to be an effective teacher?

6) Internships require candidates to work long hours, meet deadlines, and fulfill responsibilities to their students and to the CSUEB Credential Program. Please evaluate your **stamina, time management** and **organizational skills** in terms of your readiness to take on this commitment:

Please sign below indicating your belief that you have the maturity, time management and teaching skills to be an effective intern and credential student. Your signature signals your acknowledgement that 10% of your salary may be retained to cover the cost of intern supervision and support.

Candidate’s Signature: ___________________________________________ Date__________

Program Coordinator’s Signature: ___________________________________________ Date__________

**Once approved, this form will be returned to you and you may seek an internship. If you receive a job offer complete the following (include a copy of the job offer):**

Internship Specifications:

District: _____________________________ School: ____________________________________

Principal: ___________________________ Principal email: ___________________________

Mentor: _____________________________ Mentor email: ______________________________

% Time (minimum 40%): _______________ School phone #: ____________________________

Teaching Responsibilities: _________________________________________________________

**Please do not write below the line**

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___ Internship approved

___ Internship not approved

Candidate informed by:

___ Email

___ Phone

___ Face-to-face communication

Signature: _________________________________ Date: __________

6/2014