The University of Wyoming  
College of Education  

EDCI 5580-Fall 2014  
Internship in English as a Second Language  
(3 credits)  

Practicum Guidelines – ESL Endorsement Program  
University of Wyoming  

The purpose of the classroom-based experience in English as a Second Language (ESL) practicum (Internship in English as a Second Language, EDCI 5580, 3 credits) is to provide students an opportunity to demonstrate competence in the standards associated with the ESL endorsement (see Appendix A). In addition, we hope that the experience will develop an ethic of self-assessment that is critical to all professional educators.

The practicum can begin only after the student has completed the previous four courses that make up the ESL endorsement (Linguistics, Language Teaching and Social Context; Introduction to Second Language Acquisition; ESL Theory and Methods I; ESL Theory and Methods II). However, work conducted as part of a normal work assignment can be used for the practicum experience, as long as it meets the number of contact hours associated with working with English language learners.

NOTE: Placement site must be reviewed and approved via the appropriate channels as required on the Plan for Practicum form PRIOR to beginning the practicum experience.

Requirements  

Settings  

Because the ESL endorsement is an attachment to the Wyoming Professional Teaching License, we can only count practicum completed in K-12 settings. In addition, because it is a K-12 endorsement, candidates should plan a one-day “observation” (15-hour observations) in a setting different from their primary setting (that is, if the main practicum is in an elementary school, then spend one day [15 hours] observing work with second language learners in a middle school or high school setting).

Hours  

The practicum requires that the candidate spend a minimum of 45 hours working with English language learners over the span of the 15-week university semester. The observation in second setting hours can count toward the 45-hour requirement.
**Supervision**

The candidate must be observed **three times**, for one hour each, over the course of the semester. **All three lessons** must be a video recorded lesson. **Each observation must be a different lesson and different from the video recorded lesson.** The structure of this video recording will be described below.

There must be one outside evaluator of the practicum experience. Ideally, an ESL endorsed teacher will supervise the practicum. Given that there are so few ESL endorsed teachers in the state and in the event that this is not possible, the evaluator may be a Highly-Qualified non-ESL teacher. The district person responsible for the English language learner program can also serve this role.

At end, the supervisor must complete two evaluations based on their observations (actual or video). These evaluation forms are included in Appendix B.

In addition, the supervisor must submit a letter, in a signed, sealed envelope, with a final recommendation regarding the candidate’s competency for the endorsement.

**NOTE TO THE SUPERVISOR:** Be sure to provide specifics in describing both the strengths and areas of improvement for the candidate. Include any suggestions for future professional development. At end, be sure to clearly state your recommendation: Approve endorsement, Approve following specific improvements (detail what these are), or Not Approve.

**Please send this letter to:**
Jenna Shim
Educational Studies, Dept. 3374
1000 E. University Ave.
McWhinnie Hall 209
Laramie, WY 82071

**Application Process**

The application process includes the following:

A. Plan for Practicum Form (Appendix C)
B. Agreement to Policies Form (Appendix D)
C. Enroll in Internship in ESL: EDCI 5580 (3 units)

**Please send Appendix C & D to:**
Educational Studies, Dept. 3374
McWhinnie Hall #213
1000 E. University Ave.
Laramie, WY 82071
# Appendix C
## Plan for Practicum Form
### ESL Endorsement Program – University of Wyoming

**NOTE:** This form must be completed and approved PRIOR to beginning the ESL practicum. Please include a $40.00 processing fee by [cashier’s check or money order](#) made out to The University of Wyoming. Candidates should bring or send the processing fee and the appendix C and appendix D to:

\[ \text{Educational Studies, Dept. 3374} \\
\text{1000 E. University Ave.} \\
\text{McWhinnie Hall, #213} \\
\text{Laramie, WY 82071} \]

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Candidate Name:  
Candidate Email:  
Candidate Address (include City, State, & Zip):  
University Student (W) Number:  
Semester Requesting Practicum  Candidate phone #:  
Describe the setting (school district, number of English language learners, program description, school, class)  
Describe how you will meet the 45-hour requirement over the 15 weeks (include days/time you will be working with second language learners)  
When/Where you intend to go to complete the “observation in a second setting”  
Name of person currently working with English language learners  
Name of supervising teacher and dates over which they agreed to supervise you  

Contact information for that supervisor  
Phone:  
Address:  
Email:  
Student  
District Rep  
UW ESL Coordinator  

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Appendix D
Agreement to Policies Form
ESL Endorsement Program
University of Wyoming

I, ___________________________, have read the policies for the practicum experience for the ESL Endorsement through the University of Wyoming. Specifically, I agree:

- To complete all coursework for the ESL endorsement prior to embarking on the practicum;
- To complete the Plan for Practicum Form and have it approved prior to beginning the ESL practicum experience;
- To work with second language learners for 45 hours over the course of the semester;
- To provide one videotape with self-analysis;
- To complete the other two required assignments (reflective journal and observation in a second setting) and one additional assignment as described in the Practicum Guidelines; and
- To be supervised by an outside evaluator to include two formal evaluations.

________________________________________________ ____________________
Signature        Date

Please bring or send this form to:
Educational Studies, Dept. 3374
McWhinnie Hall #213
1000 E. University Ave.
Laramie, WY 82071