



STUDENT TEACHING PLACEMENT GUIDELINES

Your Student Teaching Placement will provide you with the best possible internship experiences as you pursue a teaching career. Our goal is to provide you with a quality classroom experience in which you will have the opportunity to learn from a master teacher, to try out your own teaching style, and to have professional supervision throughout this process.

The following are guidelines for Student Teaching placement:

1. Music Education faculty will consult with applicants about possible student teaching sites, and the application will list three possible locations. No location is guaranteed, since the final approval comes from the K-12 school district.
2. Elementary and Secondary Practica will usually occur in Albany County School District (ACSD1). If your student teaching placement is in Cheyenne you may complete Practicum and MUSC 4700/4710 (Student Teaching) semester with the same mentor teacher when possible.
3. You will not be placed
 - in the same building you attended as a student.
 - in a building where your children are enrolled.
 - in a building where your spouse, parent or other relative is employed.
 - in a building where a relative is attending school.
 - with a cooperating teacher who is a relative.
 - in a parochial school (United States Court of Appeals, Eighth Circuit 1986, Stark and Sentz, Appellees v. St. Cloud State University Appellant).
4. The Placement Preference Statement is your opportunity to present a detailed rationale for a Student Teaching placement in a specific Wyoming school district. The statement will be reviewed by the Music Education Coordinator. Submission of a statement does not guarantee placement in your preferred school district. Financial hardship will not be considered as an extraordinary circumstance in any placement decision.
5. Placements are limited to districts that have Music programs. Please discuss placements with Dr. Crystal Sieger, 2033 BCPA, or csieger@uwyo.edu. Dr. Sieger must approve the districts listed below prior to submission of your application or your application will be incomplete.



School District (please list by request)	Approval (Dr. Sieger's initials)

Final placements are determined by the school district in collaboration with the UW Music Department.

University of Wyoming Department of Music Music Teacher Education Program Student Teaching SPRING 2026	The following information will be reviewed by <ul style="list-style-type: none">• UW Music faculty.• School District personnel, as requested.
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Full Name

Agreement

The following information will be kept on file in the Department of Music.
Please INITIAL each statement USING INK on this form to indicate that you have read and understand the statement.

____ I understand that it is my responsibility to submit the Student Teaching Application by the published deadline date. Late applications shall not be accepted.

____ I understand that I must submit the Misdemeanor/Felony Addendum indicating whether I have been convicted of a misdemeanor(s) and/or felony/felonies. An affirmative response requires a separate signed and dated statement.

____ I understand that submission of the Placement Preference Statement does not guarantee placement in my preferred school district and that financial hardship will not be considered as an extraordinary circumstance in any placement decision.

____ I understand that all field placements are made by participating partnership school districts. I will not pursue my own placement unless required by the district. I will neither request nor encourage a third party to intercede on my behalf to secure a field placement. I understand that if I do, my field placement will be jeopardized.

____ I understand that ant practicum placements will not be made in the same building I attended as a student; in a building where my children are enrolled; in a building where my spouse or other relative is employed; in a building where a relative is attending school; with a



cooperating teacher who is a relative. Practicum students will not be placed in a parochial school (United States Court of Appeals, Eighth Circuit, 1986, Stark and Sentz, Appellees v. St. Cloud State University, Appellant.)

- ☐ I understand that I must have met all prerequisites for Student Teaching prior to beginning the semester preceding placement.
- ☐ I understand the prerequisite grade point average requirements for entry into Student Teaching and that I must meet and maintain a minimum UW Total Institution grade point average of 2.75 as well as minimum major content grade point average of 2.75 for admission to the Student Teaching phase of the Music Teacher Education Program.
- ☐ I understand that if I enroll in courses at a college or a university other than UW, I will have the official transcript(s) sent to the UW Office of Admissions immediately after grades for the course(s) have been posted. I will also provide the Department of Music with a photocopy of the official transcript(s) for my Student Teaching file. I will not fax any transcripts.
- ☐ I understand that I am responsible for securing living accommodations in the community in which I am placed for Phase III.
- ☐ I certify that I am capable of, and will be available for, any allied activities that may be assigned in the course of my Student Teaching experience.
- ☐ I understand that taking additional coursework or employment during student teaching is may lead to termination of the placement. Additionally, participation in University of Wyoming ensembles, classes, or activities will lead to termination of the placement.
- ☐ I understand that the contact information available from the UW Office of the Registrar will be used by the Department of Music for all purposes of contacting me.
- ☐ I understand that it is my responsibility to submit a signed and dated statement to the Music Education Coordinator if I decide to withdraw from Student Teaching for any reason.
- ☐ I understand that the Student Teaching Application and all supporting documents become the property of the University of Wyoming Department of Music and will be shared with the appropriate personnel in the school district(s) providing student teaching placements. This and other relevant information from my student records may be released to designated UW personnel and appropriate school district personnel when deemed necessary and appropriate by the UW Coordinator of Music Education.



UNIVERSITY
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College of Arts and Sciences
Department of Music

- ____ I understand that the following circumstances are not petitionable: 1) Grade Point Average requirements after the end of the summer term prior to the start of the semester prior to Student Teaching. 2) Student Teaching applications submitted after the set deadline.
- ____ I understand that a low GPA and/or misdemeanor/felony conviction may delay my placement notification.
- ____ I understand that the department will use every opportunity to find a residency placement, but that final placement decisions are made by the individual school districts.
- ____ I understand that practicum students and student teachers are guests of the school district. If the placement is not successful, the student may receive a grade of Unsatisfactory. Student teachers may be removed from a placement before the end of the experience if there are serious issues or deficiencies in behavior or competence. This will result in a grade of Unsatisfactory. The student will have to complete remedial work before being placed again.

By my signature I indicate that I have read, understand, and agree to abide by the above statements.

Student Signature: _____

Current Date: _____

Student Printed Name: _____