

Student Teacher/Intern Placement Timeline

Student Teacher/Intern Placement Request

PSD site administrators will complete the Student Teacher Request form in August for the spring and January for the fall semester.



Application Opens

Student teacher/intern applications will open by 9/1 for those starting their placement in the spring semester and 2/1 for the fall semester:
<https://psdschools.tedk12.com/hire/index.aspx>



Application Closes

Student teacher application/intern will close on 10/15 for the spring semester and on 04/15 for the fall semester.



Placements Confirmed by PSD & University

Placements shall be confirmed by 11/15 for the spring semester and 5/1 for the fall semester.



Background Check

All student teachers/interns must complete the steps needed for the fingerprinting and background check process with CDE no later than 11/30 for the spring semester and 5/15 for the fall semester.



Technology Access

Once background checks are completed, HR will send information to IT to provide approved technology access to the student teacher. Access will be provided by first day of placement.



Welcome Meeting

Student teachers/interns and their mentor teacher/supervisor are invited to attend an informational welcome meeting, which will occur at the beginning of each semester.



Thank You!

A "celebration" will occur in March to recognize the student teachers/interns of that academic year. It will also be an exclusive opportunity to hear information on PSD's hiring process, application tips, and to make valuable connections.

