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| **ETSU Residency Timeline** |
| **November (Of Year Prior to entering residency)** | * **Current Degree Works Audit needs to be signed by advisor** (must show courses student is currently enrolled in for semester at time of applying for Residency)
* **Complete a list of field experience observation/clinical experience hours** (including each course, number of hours required in course, and where the hours were observed )
* **Advisor Check-in:** Meet with advisor to make sure you are on

track to enter residency. |
| **December (Of Year Prior to entering residency)** | * **January 1 Residency Application Opens (Fall)**
	+ Signed Degree works and Field experience list will be needed to complete application
	+ Code of Ethic/Memorandum of Understanding (Will be completed and signed within the residency

application) |
| **March 1st** | - **Residency Application Closes (For Students beginning Pre-****residency in July)** |
| **April** | - **Complete Residency Orientation** |
| **June/July** | * **Receive placement confirmation for school and mentor teacher**
	+ Placements are sent as they are received from each

district. |
| **May – July 1** | * **Complete a Background Check Package**
	+ [**VECHS Waiver Agreement and Statement Form**](https://www.etsu.edu/coe/educator-preparation/documents/vechs_waiver_agreement.pdf)- Authorizes Clemmer College access to fingerprinting results from anyone requiring a background check through the college.
	+ [**Noncriminal Justice Applicant's Privacy Rights Form**](https://www.etsu.edu/coe/educator-preparation/documents/noncriminal_justice_app.pdf)- Prevents Clemmer College from releasing background check history and/or information to any outside agencies.
	+ [**ETSU Authorization for Background Check Entry Form**](https://www.etsu.edu/coe/educator-preparation/documents/authorization_for_bgc.pdf)- Enforces background check guidelines from Tennessee Bureau of Investigation
	+ **Tennessee Bureau of Investigation Fingerprinting**
	+ Background Check paperwork must be completed within 1 week of background check fingerprinting date
* **Obtain Professional Liability Insurance**
* **Purchase a LiveText Membership**
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| **July** | * **All entering test scores (ACT, SAT, Praxis CORE) must be submitted prior to the beginning of Pre-Residency**
* Pre-Residency includes a 50-hour field component and additional coursework.
* The start date for Pre-Residency varies by school system and is designed to put candidates into the school and classroom before the beginning of school in late July/early August.
* **Must complete Self-EDA in LiveText**
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|  **August** | **Residency I Begins*** Residency I candidates meet and work with their mentor teacher in partner school systems during the fall semester prior to Residency II. Residency I includes a 135-hour field

component and additional coursework. |
| **December** | * **Residency II Meeting**
* **LiveText hours must be logged and approved by Mentor Teacher** (due by last day of classes)
* **Complete all required assessments in LiveText**
* **All Praxis subject assessments must be submitted to Office of Educator Preparation via score report and as score recipient by the first day of RII**
	+ Candidates will not be permitted into Residency II

without passing all Praxis subject assessments. |
| **January** | * **Residency II Begins \* First week in January**
	+ The Residency II semester must be 15 full weeks of observation, teaching, and co-teaching. This semester must include a placement in at least two different settings. The amount of time spent in each setting will

vary with the candidate’s area of concentration. |
| **March** | * **Residency II Placement Change**
	+ Date to be announced
* **Graduation and Certification Meeting**
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| **April** | * **Pre-licensing form sent out by ETSU Certification Office**
* **EdTPA Finalized and Submitted**
* **LiveText hours must be logged and approved by Mentor Teacher** (due by last day of classes)
* **Complete all required assessments in LiveText**
* **Pinning Ceremony**
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| **May** | * **Graduation**
* **Certification Coordinator will apply for your teaching license after your degree is posted (2-3 weeks after graduation)**
* **Complete the End of Program Survey**
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| **June** | - **Check email from Certification Office with licensure information from TN Compass- you will need to complete a Personal Affirmation to finalize the licensure application****process** |