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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** |
| **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** |
| **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** |
| **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** |
| **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** |