



**Request for Approval**

**Enrollment in Coursework during Residency II**

Tennessee Educator Preparation Policy 5.504 states that students are prohibited from taking additional course work during student teaching (i.e., Residency II). However, in exceptional cases, candidates may seek approval from the Dean’s office, to take no more than one course during Residency II.

Approval will only be considered if a) the course does not interfere with the candidate’s full participation in all activities associated with Residency II, b) there are no other opportunities to take the course before completion of their program and c) the candidate has completed all requirements for progression in their program of study.

Name: \_\_\_\_\_

ETSU email: \_\_\_\_\_

E#: \_\_\_\_\_

GPA: \_\_\_\_\_

Program and Licensure area: \_\_\_\_\_

Course requested (include day and time):

Describe why you need to take a course during Residency II. Please be specific and thorough in your explanation. Indicate your current status in meeting progression requirements in your program of study. In addition, describe your plan for being successful in meeting the Residency II requirements and the additional course requirements. You may attach an additional sheet if needed.

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Advisor Signature \_\_\_\_\_ Date \_\_\_\_\_  
 \_\_\_\_\_ Date \_\_\_\_\_      \_\_\_\_\_ Date \_\_\_\_\_

Director of Field Experiences and Residency  
Clemmer College

Associate Dean of Educator Preparation

Office of Educator Preparation Use Only: Approved / Not Approved