

UNIVERSITY OF ALASKA ANCHORAGE

College of Education



Department of Counseling & Special Education

3211 Providence Drive, PSB Suite 225, Anchorage, Alaska 99508-4614

907.786.6317 · 888.822.8973 fax: 907.786.4474 e-mail: sped@uaa.alaska.edu

Special Education Program

ALTERNATIVE INTERNSHIP\* PARTNERSHIP AGREEMENT

\*This form is only necessary when interning outside the greater Anchorage, Fairbanks, or Juneau areas or on waiver.

We, \_\_\_\_\_, support \_\_\_\_\_ 's
District Name Intern's Name

enrollment in the Special Education endorsement at the University of Alaska Anchorage (UAA) and agree to assist in the placement and supervision of him/her. We acknowledge and agree to adhere to national code of ethics and standards advocated by the Council for Exceptional Children (CEC). A copy of the CEC code of ethics and standards is attached to this document. When creating internship placements we agree to the following:

- 1. Supervision by appropriate professionals who teach in the same school will be provided. Host supervisors/Mentors will have (a) a degree in special education or have special credentials that warrant a district nomination as Mentor teacher and (b) a minimum of three years of successful teaching experience in special education.
2. Weekly contact and written feedback (e.g., post-observation conference notes, e-mail suggestions, etc.) regarding skills will occur.
3. A minimum of five (5) formal observations per semester of internship (e.g., co-teaching in the typical classroom, collaborating with general educators and specialists, facilitating eligibility and I.E.P. meetings, assessing students for eligibility or 3-year re-evaluations, etc.) with written feedback regarding competencies on forms provided in the Internship Handbook will occur during the semester.
4. Evaluation of the Intern's skills and knowledge will be completed by me or my designee
Designee Name
5. Special education responsibilities will be assigned to the individual (a minimum of 20 hours per week over at least 12 weeks if registered for 3 credits). Our proposal describing the teaching placement and responsibilities assigned to the Intern across all semesters are attached.
6. We [ ] will / [ ] will not provide professional liability coverage.

The Mentor Teacher Information Form must accompany this form.

University of Alaska Anchorage
Interim Faculty Supervisor

School District
Principal / Special Education Director / Designee

Signature

Signature

Name (Print)

Name (Print)

Date Phone

Date Phone

When completed return to UAA – College of Education, Special Education Program, at above address