

Appendix 2F: Letter to Cooperating Teacher



1650 Bedford Avenue, Suite 1007 /718-270-4911

Email: dwright@mec.cuny.edu

Brooklyn, NY 11225

Dear Cooperating Teacher,

Thank you for lending your hand to sculpt our future teachers. Medgar Evers College clinical experience constitutes the pinnacle of our Teacher Education Program. The clinical experience provides opportunities for teacher candidates to integrate theoretical constructs, knowledge, skills and dispositions. Clinical practice is the culmination of prior carefully selected field experiences. To complete candidates' development of practical experience, clinical practice placements are carefully selected to develop the proficiencies required through participatory observation of effective teachers. The teacher candidates can't wait to start teaching individual lessons, small groups lessons, parts of your lesson, then whole class lessons on their own.

The clinical experience is a cooperative endeavor. It requires planning and supervision by both the college and the cooperating school. Your cooperation is needed to facilitate the clinical experience for our teacher candidates by providing them with information about the students that they will teach. Your role in accepting a teacher candidate as a pre-professional, informs the school community of the importance of the clinical experience.

Cooperating Teachers, who desire to enroll in an undergraduate course offered at Medgar Evers College, are eligible to receive a tuition waiver for three undergraduate credits. Tuition waivers must be used within one year following the semester of service as a Cooperating Teacher.

Teacher candidates are required to complete a minimum of 150 hours per semester under the supervision of a College Supervisor and a Cooperating Teacher, who has a minimum of three years experience and is New York State certified. The cooperation and collaboration between the College Supervisor and Cooperating Teacher is essential for a successful clinical experience. Most teacher candidates do their internship a minimum of 3 full days per week, for 6-10 weeks. Please note that the teacher candidates, who pursue the course of study for dual certification in Early Childhood Special and General Education, must complete a semester and/or seven weeks of practicum in each setting of the intended certification.

Your willingness to collaborate with Medgar Evers College to achieve its goal of providing an effective teacher education program for aspiring teachers is greatly appreciated. If you require additional information, please do not hesitate to contact me at dwright@mec.cuny.edu or (718) 270-4911.

Sincerely,

Donna Akilah M. Wright

Dr. Donna Akilah M. Wright

Interim Director of Early field & Clinical Prac **Appendix 2F: Letter to Cooperating Teacher**



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