



AURORA UNIVERSITY

347 S. Gladstone Ave., Aurora, IL 60506-4892  
630-892-6431 • 800-742-5281

RECEIVED  
JUN 21 2012  
Mid Valley Special Education

June 8, 2012

Dear Dr. Cumblad:

Aurora University and Mid-Valley Special Education Cooperative signed an agreement several years ago. With the new requirements that both of our institutions must meet, the College of Education created a new version of the Clinical Placement agreement. This new agreement includes language to cover:

- Fingerprinting and background checks
- Tuberculosis screening
- Mandated Reporter training and acknowledgement of Mandated Reporter status

Enclosed with this letter is the new agreement for your consideration. We ask that you sign the enclosed document and return it to Aurora University at your earliest convenience. We will sign and return the signed document to you.

Rather than sending all the manuals for the various field experiences an email will be sent to the district placement coordinator with all the manuals attached. If you prefer the manuals to be sent to another individual or you prefer hard copies, please contact Cynthia Willman at 630-844-4642 or email her at [cwillman@aurora.edu](mailto:cwillman@aurora.edu).

If you have questions regarding the Clinical Placement agreement, please feel free to contact me at 630-844-4938 or email me at [mhuff@aurora.edu](mailto:mhuff@aurora.edu). Aurora University looks forward to continuing our relationship. We appreciate the partnership with your school district.

Sincerely,

*Marie Huff /cm*

Marie Huff  
Director of Field Experiences  
College of Education



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**AURORA UNIVERSITY  
COLLEGE OF EDUCATION  
CLINICAL EXPERIENCE AGREEMENT**

For the placement of teacher candidates in Pre-Teaching, Methods Practicum, Student Teaching and/or Field Studies for Undergraduate or Graduate level Elementary Education, Undergraduate or Graduate level Secondary Education for English, Biology, Mathematics, or Social Studies, Undergraduate Physical Education, Undergraduate or Graduate level Special Education

The parties of this agreement are Aurora University and Mid-Valley Special Education Cooperative. This agreement will be in effect from June 6, 2012 until it is terminated (with 60 days written notice) by either party.

The University agrees that the teacher candidate whose placement is requested will:

1. Be qualified for the clinical experience requested.
2. Have completed fingerprinting from Illinois State Police and FBI with no reports of concern, no reports from the National Sex Offender Registry, TB Test with negative results, and DCFS Mandated Reporter training and acknowledgement (student teaching).
3. Comply with the rules and regulations of the school district.
4. Follow all orders, instructions and directions given by the cooperating teacher.
5. Be provided with supervision by a university supervisor who will maintain periodic communication with the university teacher candidate and the cooperating teacher.
6. Be subject to dismissal if continuing in the clinical experience jeopardizes the welfare of the District's pupils.

The School District agrees to:

1. Assign teacher candidates to qualified cooperating teachers who have indicated a desire to mentor university teacher candidates.
2. Permit teacher candidates to have a variety of experiences including the planning, execution and evaluation of instruction (where appropriate).
3. Define for the teacher candidate the extent of his/her responsibility and authority in relation to the total school environment.
4. Evaluate and discuss the teacher candidates' progress as appropriate in relation to the placement.

Both parties agree that:

1. The number of teacher candidates placed each year will vary with the needs of the University for clinical experience placements and the ability of the District to supply appropriate teacher candidate stations.
2. All teacher candidates shall be considered as agents of said district and shall not constitute agents of the university.
3. Teacher candidates shall not serve in the role of substitute teacher.

4. In the event that a work stoppage occurs during the time teacher candidates are assigned to the district, the teacher candidate will assume the role of neutral persons and maintain an uninvolved status with respect to the work stoppage.
5. In the event that work stoppage continues for more than five days, the university may make arrangements for an extended term, or an appropriate substitute experience or placement in another school district.
6. To share calendars for the year any placement is made.

An overview of each clinical experience is enclosed and provides the guidelines and suggestions for the professional term. The specific manuals are available via email or hard copy as preferred by the participating district.

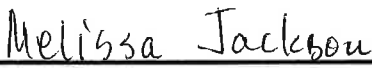
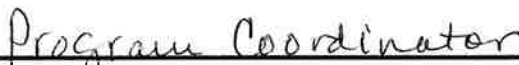
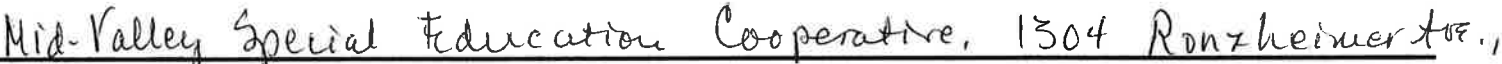
The undersigned are authorized by their respective institutions to execute this agreement.

			7-11-12
For Aurora University	Date	For the School District	Date

**Clinical placement contact persons for the university:**

Cindi Willman	630-844-4642
Clinical Placement Coordinator	Phone
Marie Huff	630-844-4938
Director of Field Experiences	Phone

**Teacher Candidate Clinical Placement contact person for the school district**

	
Name	Title
	
Mailing address	
St. Charles, IL 60174	
630-513-4400	
Phone	

**Address of the university:**

Aurora University  
 College of Education  
 347 S Gladstone  
 Aurora, IL. 60506-4892