UNIVERSITY OF MARY WASHINGTON

DEPARTMENT OF EDUCATION
1301 COLLEGE AVENUE
FREDERICKSBURG, VIRGINIA 22401-5300
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SECONDARY/PK-12 STUDENT TEACHING TIME SHEET

Student Name _____ **School** _____
Student Teaching Semester _____ **Cooperating Teacher(s)** _____
Semester Dates _____ **Subject(s) or Grades(s)** _____

Indicate time* spent each day on the following activities:

Activity **Date**																																				**Pg 1 Total**
1. Responsible Actual Teaching																																					____
2. Classroom Observation																																					____
3. Planning and/or Preparation																																					____
4. Pupil Evaluation																																					____
5. Parent Conferences (Back-to-School, Open House)																																					____
6. Professional Activity (workshops, conference)																																					____
7. Miscellaneous Activities (coaching, etc.)																																					____

***All times should be kept in multiples of hours or half-hours. A full class period will be considered as one hour.**

Indicate dates for the following activities:

Activity **Date**																					
1. Observation by College Supervisor																					
2. Conference with College Supervisor																					
2. Collaboration with Peers/Other Student Teachers																					

SECONDARY/PK-12 STUDENT TEACHING TIME SHEET, Page 2

Indicate time* spent each day on the following activities:

Activity **Date**																																			**Pg 2 Total**		**Pg 1 Total**	=	**GRAND TOTAL**
1. Responsible Actual Teaching																																			____	+	____	=	_____
2. Classroom Observation																																			____	+	____	=	_____
3. Planning and/or Preparation																																			____	+	____	=	_____
4. Pupil Evaluation																																			____	+	____	=	_____
5. Parent Conferences																																			____	+	____	=	_____
6. Professional Activity																																			____	+	____	=	_____
7. Miscellaneous Activities																																			____	+	____	=	_____

***All times should be kept in multiples of hours or half-hours. A full class period will be considered as one hour.**

Indicate dates for the following activities:

Activity **Date**																					
1. Observation by University Supervisor																					
2. Conference with University Supervisor																					
2. Collaboration with Peers/Other Student Teachers																					

Student Teaching Hours

A. Responsible Actual Teaching Hours _____
(Minimum 150 Hours)

B. Other Classroom Hours _____

Total Student Teaching Hours _____
(A + B must total a minimum of 300 hours)

Pre-Student Teaching Hours _____
(As documented by required practica logs)

TOTAL FIELD EXPERIENCE HOURS _____
(Practica + Total Student Teaching Hours)

Time sheets must be submitted to University Supervisor/Advisor at the student teacher's Exit Interview.