

Office of Educator Certification

Type all information or use blue or black ink.

Advanced Student Teacher District Intent to Employ

Advanced Student Teacher

Part 1 – Applicant Information to be completed by the employing school.

South Dakota Advanced Student Teacher Permit Certificate Number:		Expiration Date:
Last 4 digits of the SSN:	Last Name:	
First Name:	Maiden/Previous Last Name:	

Part 2 – School partner intent to employ through advanced student teacher permit.
Email completed form to certification@state.sd.us

School Partner:	School Building:
Grade Level:	Starting Date as Teacher of Record (MM/DD/YYYY):
<u>Teaching Assignment Numbers as Listed in PRF:</u>	
Document that the school attempted but was unable to hire a teacher with a professional or advanced teaching certificate prior to hiring an applicant with an advanced student teaching permit. Was the above position advertised? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, where was it advertised?	How many applicants did you have?
Did any of the applicants hold a South Dakota professional or advanced teaching certificate? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, state the reason for not hiring.	

Part 3 – Employer requirements for employing an individual with an advanced student teacher permit.

Effective May 28, 2023, according to ARSD24:28:09:49, a school partner employing an individual with an advanced student teacher permit must offer a mentoring program.

Select the type of mentor program offered by your school for the named individual teaching through advanced student teacher permit.

State Mentor Program
 State Approved Local Mentor Program
 Local Mentor Program

Part 3 Cont.– Employer requirements for employing an individual with an advanced student teacher permit.
Effective May 28, 2023, according to ARSD 24:28:09:49, a school partner employing an individual with an advanced student teacher permit must offer additional support.
Identify the cooperating teacher:
Explain the cooperating teacher’s support that will be provided during the school year.
Identify the building principal:
Explain the building principal’s support that will be provided during the school year.

Effective May 28, 2023, according to ARSD 24:28:09:49, a school partner employing an individual with an advanced student teacher permit applicant shall:

- (1) Verify the applicant has a valid advanced student teacher permit;
- (2) Document that the school attempted but was unable to hire a teacher with a professional or advanced teaching certificate prior to hiring an applicant with an advanced student teacher permit;
- (3) Provide board minutes of approval for hiring a student teacher holding the advanced student teacher permit as a teacher of record;
- (4) Provide a cooperating teacher for the candidate to assist with academic and classroom management support through regular meetings;
- (5) Provide assurances of regular observation, guidance, and evaluation of assigned duties by the building principal;
- (6) Report the approved student teacher in the Personnel Record Form;
- (7) Provide monetary compensation to the student teacher, as the individual is serving as a teacher of record;
- (8) Offer enrollment in a mentoring program; and
- (9) Provide the student teacher with information about the SD Code of Professional Ethics for Teachers

We, the school partner, understand that the:

- maximum length for advanced student teacher permit is one year;
- individual must adhere to the South Dakota Code of Professional Ethics for Teachers in chapter 24:08:03;
- individual may not teach grades or content beyond the endorsements listed on the certificate;
- individual must be working towards the completion of the educator preparation program requirements;
- this placement is contingent upon the student’s educator preparation program’s discretion in determining if the student is eligible for placement; and
- educator preparation program (EPP) is in control of the placement for a student teaching experience and the EPP provides the approval for a student teacher to receive an advanced permit.

Print Name of Authorized Official:	Title of Authorized Official:	
Email Address:	Telephone (including area code):	
Address:		
City:	State:	Zip
Signature of Authorized Official:		Date: