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Each semester, the TIR Program Director and the partnering school division develops a calendar for teacher resident internships in. The calendar provides the beginning dates of each placement and the ending date for the internship.

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The teacher resident is expected to follow the arrival and dismissal times established by the school for its regular teaching staff and to follow the Clinical Resident Coach's daily schedule, including any assigned lunch, bus, or other supervision. Attendance is expected at all faculty meetings, staff development workshops, open houses, parent-teacher conferences, IEP meetings, and other professional activities. Teacher residents follow the holiday schedule of the school district to which they have been assigned, not the University calendar or holiday schedule.

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Teacher residents are expected to be at their assigned schools every day. Teacher candidates are required to sign in and sign out each day at their assigned schools immediately upon arrival and departure. Absences from internship are acceptable only in case of personal illness or death in the immediate family. In case of illness or a death in the immediate family, the resident must contact the Clinical Resident Coach and university coach as early as possible, but no later than 7:00 a.m. the day of the absence. Teacher residents are allowed two days of personal leave that may be used for personal business.

Excessive absence will result in extension of the internship experience or dismissal. Excessive absence is defined as over six days (i.e., three days of illness and two days of personal leave).

Inclement weather will be reviewed on a district by district situation.

Teacher residents CANNOT be used as substitute teachers. If a Clinical Resident Coach member is absent, teacher candidates may assume classroom duties while a substitute is present.

