Vermont State teacher licensing regulations require all students planning to be licensed in Elementary Education to obtain 60 hours of practical experience at a grade level different from the one in which they student teach. You will need 60 hours in either K-2 or 3-6 in addition to your student teaching hours at the opposite level.

| If you student teach in grades K-2, then you will need 60 hours at the 3-6 grade level..... |
| If you student teach in grades 3-6, then you will need 60 hours at the K-2 grade level..... |

SOURCES OF PRACTICAL EXPERIENCES

UNDERGRADUATE

**Required courses** with assigned hours of practical experience: ED 231 (6-8 hours); ED 300 (10 hours); ED 325 (20 hours at K-5 level); ED 340 (15 hours at K-2 level); ED 335 (3 hours at the K-5 level); ED 339 (4-6 hours at 4-5 level); ED 427 (36 hours at K-6).

**Elective courses** with assigned hours of practical experience: Study Abroad: ASE (60+ hours); ED 423 Practicum.

**Other SMC courses** outside of the Education Department may have a service learning component working with children.

GRADUATE

Possible hours in GED 516, 522, 613, 641, or 643.

<table>
<thead>
<tr>
<th>Date/Semester</th>
<th>Courses/Experience</th>
<th>Location</th>
<th>Hours in Grade K-2</th>
<th>Hours in Grade 3-6</th>
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Total in K-2: Total in 3-6:

**Student Teaching Grade Level: K 1 2 3 4 5 6 (circle one)**

Additional hours at either the K-2 or the 3-6 level can be gained through volunteering or working in a school, academic summer camp or similar situation, in Vermont or at home. This may include classroom volunteer work, tutoring in an educational setting, or academic after-school programs. See page two for a sample of the documentation letter required for hours not completed through SMC courses.
Undergraduate students: If you decide you really want to student teach at the other level, it is not too late to get an additional 60 hours through an ED 423 practicum or other experiences as described above.
Date

The Education Department
Saint Michael’s College
Box 281
One Winooski Park
Colchester, VT 05439

TO WHOM IT MAY CONCERN:

This letter confirms that ___________________________ completed a teaching experience at ___________________________ School between ________________ and _________________ (dates).

The experience totaled ______ contact hours at the K-2 grade level OR _____ contact hours at 3-6 grade level.

Sincerely,

Title and signature of teacher or school principal