

# REGULATION

Rochester Community Schools  
Rochester, Michigan 48307

RELATIONS  
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## STUDENT TEACHER PLACEMENT

The following procedures will be followed in the placement of student teachers:

1. Request for placement should be received by the Community Relations Manager at least three (3) months prior to the beginning of the placement. A summary of the student's previous school contacts should be provided by the University.
2. The Manager will contact building principals to inform them of the availability of student teachers.
3. Principals interested in hosting student teachers will be given the Rochester Community Schools Student Teacher Application materials and University data on the candidates and will schedule an interview with the student teacher. The cooperating teacher may be invited to participate in the interview.
4. Principals will notify the Manager of their acceptance or rejection of those prospective student teachers interviewed.
5. The Manager will notify the University Coordinator of placement decisions.

Approved: February 16, 1998  
Revised: July 12, 2011