Residency Timeline

ETSU Residency Timeline	
December/January (Of Year Prior to entering residency)	• **Current Degree Works Audit needs to be signed by advisor** (must show courses student is currently enrolled in for semester at time of applying for Residency) • **Complete a list of field experience observation/clinical experience hours** (including each course, number of hours required in course, and where the hours were observed) • **Advisor Check-in:** Meet with advisor to make sure you are on track to enter residency.

January (Of Year Prior to entering residency)	• **January 1 Residency Application Opens (Fall)**
	   o Signed Degree works and Field experience list will be needed to complete application
	   o Code of Ethic/Memorandum of Understanding (Will be completed and signed within the residency application)

March 1st	• **Residency Application Closes (For Students beginning Pre-residency in July)**
April	• **Complete Residency Orientation**

May – July 1	• **Complete a Background Check Package**
	   o **VECHS Waiver Agreement and Statement Form** - Authorizes Clemmer College of Education and Human Development access to fingerprinting results from anyone requiring a background check through the college.
	   o **Noncriminal Justice Applicant's Privacy Rights Form** - Prevents Clemmer College of Education and Human Development from releasing background check history and/or information to any outside agencies.
	   o **ETSU Authorization for Background Check Entry Form**- Enforces background check guidelines from Tennessee Bureau of Investigation
	   o **Tennessee Bureau of Investigation Fingerprinting**
	   o Background Check paperwork must be completed within 1 week of background check fingerprinting date
	• **Obtain Professional Liability Insurance (see website)**

June/July	• **Receive placement confirmation for school and mentor teacher** • Placements are sent as they are received from each district. • **Candidate and Supervisor Meet and Greet**
July	• **Pre-Residency Meeting** • **Pre-Residency Begins** and includes a 50-hour field component and additional coursework. • The start date for Pre-Residency varies by school system and is designed to put candidates into the school and

	classroom before the beginning of school in late July/early August. • **Must complete EDA Self-Assessment in Watermark.**
August	• **Residency I Begins** • Residency I candidates meet and work with their mentor teacher in partner school systems during the fall semester prior to Residency II. Residency I includes a 135-hour field component and additional coursework.
December	• **Residency II Meeting** • **All entering test scores (ACT, SAT, Praxis CORE) must be submitted prior to Beginning Residency II** • **All Residency I hours must be logged in Watermark, Student Learning and Licensure and approved by candidates Mentor Teacher** (due by last day of classes) • **Complete all required assessments in Watermark, Student Learning and Licensure** • **All Praxis subject assessments scores must be received by the Office of Educator Preparation via score report before the first day of RII**
January	• **Residency II Begins * First week in January** o The Residency II semester must be at least 15 full weeks of co-teaching and teaching. This semester must include a placement in at least two different settings. The amount of time spent in each setting will vary with the candidate's area of concentration.
March	• **Graduation and Certification Meeting** • **Residency II Placement Change** o Date to be announced
April	• **Pre-licensing form sent out by ETSU Certification Office** • **EdTPA Finalized and Submitted** • **Watermark, Student Learning & Licensure hours must be logged and approved by Mentor Teacher** (due by last day of classes) • **Complete all required assessments in Watermark, Student Learning & Licensure**
May	• **Pinning Ceremony** • **Graduation** • **Certification Coordinator will apply for your teaching license after your degree is posted (2-3 weeks after graduation)** • **Complete the End of Program Survey**
June	• **Check email from Certification Office with licensure information from TN Compass- you will need to complete a Personal Affirmation to finalize the licensure application process**