

# SETTING UP AN ESOL PRACTICUM

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## Required Courses

The Lewis & Clark College ESOL endorsement program requires an ESOL Practicum. This practicum can be taken only after completing one of the following:

Track I            ESOL 501/601 Strategies and Materials for Teaching Literacy and Content to ESOL/Bilingual Students (3 SH)

Track II            ESOL 535A (1 SH) and ESOL 535B (1 SH) elementary  
(MAT)            ESOL 535 secondary (2 SH)

Successful completion of ED 546 or ED 516

If you meet the criteria to waive this Practicum, (see Practicum Waiver Procedure form) you must fill out the Waiver form and have it signed by your administrator and approved by Lewis & Clark College advisor.

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## Setting up the Practicum

1. You are responsible for finding a practicum site. Please review the Lewis & Clark College ESOL Practicum Procedure form for more details about suggestions for the types of classroom situations that are acceptable. **Your Practicum must be conducted in a classroom that requires the ESOL Endorsement.** Practicum experience consists of 30 contact hours with the same group of students. You are responsible for the planning, instruction, and assessment of these students.
  2. Once you have your Practicum situation set-up, fill out the Practicum Site Form. Submit this form to your Advisor for approval. Your Advisor will notify you of approval based on the qualifications indicated on the form. If approved, your Advisor will then send this form to Ashawnta Jackson ([ajackson@lclark.edu](mailto:ajackson@lclark.edu)), who will send a copy of it to Carolyn Grenz.
  3. Once she has received the form from Ashawnta, Carolyn Grenz ([cgrenz@lclark.edu](mailto:cgrenz@lclark.edu)) will arrange for a practicum supervisor and will put him/her in contact with you. Carolyn will inform Ashawnta of the assigned practicum supervisor.
  4. Ashawnta will e-mail you informing you how to register for the course and will send a Practicum packet to the supervisor. You'll be supervised as per the Lewis & Clark College Practicum Procedure form. Carolyn Grenz will submit your final grades the Registrar. Successful completion fulfills the Practicum requirement of the ESOL endorsement.
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## TSPC Clearance

The Oregon Teaching Standards and Practices Commission requires that, prior to placement in practica, students complete PA-1 forms and have their fingerprints cleared by the commission prior to the first day of the field experience. Please be sure to complete the following steps prior to your

1. Complete and sign a PA-1 form.

2. Provide the program with a copy of the completed and signed form for their program file.
3. Send the PA-1 form to TSPC.
4. If you do not already hold a valid and current Oregon Basic, Standard, Initial, or Continuing License, they must also submit a fingerprint card and fee to TSPC along with the PA-1 form and they may not begin their placement until the program verifies that they have cleared their background checks with TSPC