



**DEPARTMENT OF DEFENSE
EDUCATION ACTIVITY
HUMAN RESOURCES
4040 NORTH FAIRFAX DRIVE
ARLINGTON, VA 22203-1634**

**STUDENT TEACHING AGREEMENT
BETWEEN
THE DEPARTMENT OF DEFENSE DEPENDENTS SCHOOLS
AND**

This document is an agreement between the Department of Defense Dependents Schools (hereinafter DoDDS) and _____ (hereinafter the University/College) to provide practical opportunities for teaching/counseling experience to students of the University.

The DoDDS Student Teaching Program is designed to provide overseas student teaching opportunities to students enrolled full time in approved teacher, counselor, or other education programs at regionally accredited U.S. colleges and universities. The program will permit students to fulfill their student teaching requirements in an intercultural setting while they are developing essential professional skills.

DoDDS agrees to permit students from the University to perform student teaching in schools designated by DoDDS. DoDDS will advise the University of the number of student teachers it can accommodate and the locations at which student teachers may volunteer their service. DoDDS will select student teachers for the program from the list of nominees furnished by the University.

The University agrees to nominate students for participation in the program and to retain full responsibility for their education, including instruction, grading, critiques, and evaluations. It further agrees to furnish its own supervisors, who are not employees of DoDDS, at each location where student teachers are placed under this program. The University's supervisors will be available for consultation and will provide any written and oral assessments necessary to award students credit for their teaching experience. Compensation of supervisors and grading and evaluation of student teachers are the sole responsibility of the University. The university further agrees that appropriate state or federal agency criminal/background check investigations must be completed prior to final student teacher placement.

DoDDS agrees to supervise student teachers during their practice teaching and to provide written and oral assessments, if required, to the University's supervisor. DoDDS will provide student teachers with information about the overseas location to which assigned and other pertinent information to assist the student teacher in preparing for the overseas internship. It is understood that no stipends or payments in kind may be accepted by any DoDDS employee for assisting or advising in the student teaching program. The University agrees not to provide or offer any additional compensation to DoDDS employees for their assistance in this program.

It is further understood that all services to DoDDS by the students and their supervisors are purely gratuitous and that DoDDS may not furnish them any compensation, travel allowances, or any other reimbursement or payment in kind.

The University agrees to provide to DoDDS a written description of its requirements for a student teaching program, including its method of maintaining attendance and performance record for student teachers. Any forms, such as student teacher attendance records or evaluation forms, which must be completed by DoDDS representatives will be provided as part of this agreement (prior to placement of any student teachers under this program). The University's request for student teaching assignments and a list of its nominees and travel restrictions will be provided to DoDEA by the deadline of April 30th for Fall placements and by October 31st for Spring placements. All lists of nominees and requests for placement (including any application forms required by DoDDS) shall be sent to: Department of Defense Education Activity Human Resources Center, ATTN: Student Teaching Program Coordinator, 4040 North Fairfax Drive, Arlington, VA 22203-1634.

DoDDS will notify the University of the number of students selected for the program at the earliest practicable date. DoDDS, in its sole discretion, may refuse to select nominated students for the program, and it retains the right to refuse to permit any student to participate or continue in the program for any reason and without prior notice.

Copies of this agreement shall be furnished by the University to each of its student teachers and supervisors. As a condition of participating in the program, each student teacher and supervisor shall sign a statement acknowledging that his or her services to DoDDS are provided purely gratuitously as an incident to furthering the student teacher's practical education, that no compensation or benefits may be provided by DoDDS for those services, and that services may be denied or discontinued without benefit of notice at any time when deemed necessary by DoDDS.

Neither party to this agreement has furnished or shall furnish monetary consideration to the other under this agreement. This is the sole agreement between the parties, and no other written or oral representations shall be honored. Either party may cancel this agreement at any time and for any reason.

Director, DoDDS (Signature)

Chair, Department of Education (Signature)

Director, DoDDS (Print)

Chair, Department of Education (Print)

(Date)

(Date)

University/College