Each complete application consists of 3 packets. The contents of each packet are listed below. **Staple each packet separately, then paperclip the 3 packets together to make one complete packet. Follow the instructions carefully to ensure that all forms are complete and submitted.** If you have any questions, please contact The Office of Clinical Experiences at 407-823-2518.

All 3 packets are due to the Office of Clinical Experiences on **February 15, 2010 at 5pm.**

**NOTE THAT YOU WILL NOT BE ABLE TO ELECTRONICALLY SAVE YOUR APPLICATION. KEEP COPIES OF YOUR PACKETS.**

*Applications submitted without all the necessary documents will not be processed*

**PACKET #1**

1. **Application (Pages 1-2)**
   These pages are to be handwritten. Ensure all demographic information (i.e. name, address, email, etc.) is accurate. The Office of Clinical Experiences communicates important information via Knights Email. You must submit change of information to the Office of Clinical Experiences directly, as we do not upload information from myUCF. **Note:** This document requires your assigned faculty advisor’s signature or, in the advisor’s absence, a faculty advisor within your program.

2. **Placement Sheet (Pages 3-4)**
   No handwritten placement sheets will be accepted. All fields must be typed, unless otherwise noted. You must type on both sheets. Page 2 is sent to your placement district and page 3 goes to your placement school.

3. **Autobiography**
   Your autobiography should be a snapshot of who you are personally and professionally. Your autobiography must be limited to one page and must be typed. Do not attach a cover sheet. Review your autobiography carefully to ensure that there are no errors. Schools review your autobiography closely. Attached is an example of a model autobiography.

4. **District Security Package**
   Go to Security Packages and print the security package for the district in which you are applying to do your internship. Make sure that all forms are signed where indicated and any additional documents are attached.

**PACKET #2**

1. Placement Sheet - District Copy
2. Autobiography
3. District Security Package

**PACKET #3**

1. Placement Sheet - School Copy
2. Autobiography
My name is [Redacted] and I was born February 4, 1987 in a little town called Gulfport, Mississippi. My history consists of many “adventures”, all of which lead to a positive outcome, in one form or another. I attended three elementary schools, three middle schools, two high schools, and two colleges, and I am still going strong. I have moved more times than I can count; however, each move opened up new avenues of exploration, which might have otherwise been closed to me. I believe each of these moves and various “avenues” I have traveled will greatly benefit me in my not too distant future as a professional educator.

I chose to point out the number of schools I have attended and the amount of times I have moved because I believe it has made me better able to perceive and understand the nature of problems that will more than likely exist with my future students’ everyday lives. With each move, I had the opportunity to gain experiences in various realms of society allowing me to view many different cultures and ways of life. Throughout my “adventures”, I had many opportunities to interact and become familiar with various peoples and subcultures that permeate our society.

While attending MTSU, my first college, I had the opportunity to work with students at an alternative school over an eight week period where I designed a mini lesson incorporating issues concerning Black History Month. We used *The Watsons go to Birmingham* by Christopher Paul Curtis. This was my first experience in a classroom setting where I designed the lesson plan, and I found it extremely motivating and inspiring for me as a future teacher. I have always felt the need to teach and guide others, and it was not until two years ago, during this brief experience, that I realized how very important it is for me to make sure each student’s “adventure” is one I can hopefully lend a hand and a guiding light.

My most important philosophy concerns the integration of culture into education because culture stands to connect us all; whether it is through observation or physically traveling abroad, each student should have the opportunity to learn about their own and others’ history and connect through a possibly shared past. By nature, incorporating cultural awareness is extremely difficult and surrounded by various debates; however, I believe children will become much more active in pursuing goals outside their experienced realm of living if they are exposed early on to the many cultures that are waiting to be discovered.

My desire to teach emanates from every inch of my being because I believe the gift of teaching is the greatest gift I could ever give. More than anything, I hope to confront and overcome the obstacles I will come up against with the same positive ideals I began with.