**Junior Methods**

**Field Placement Links**

College Station ISD Volunteer Application Form: <https://www.csisd.org/departments/communications/volunteers_in_public_schools_program>

Bryan ISD Volunteer Application Form:

<https://www.bryanisd.org/apps/pages/volunteers>

**IMPORTANT** – Once submitted, you will receive an email stating that your background check information is in the review process. You must print OR screen shot this email. You will need this printout in addition to other required forms prior to receiving your placement from your instructor.

Personal Information Form

· **LEAVE NON-REQUIRED QUESTIONS BLANK**

· On step 3 (Program Supervisor/Coordinator), enter your instructor's name. Then enter “Junior Methods” for course information.

· On step 4 (Field Experience/Placement), under “Preferred Grade Level,” indicate if your assigned school is an elementary, intermediate or middle school.

· On step 6 (Preferred Campus or Department), select your assigned campus.

· On step 8 (General Placement Information), select “Yes” on question regarding contacting a school already.

CIRT Form for Individual Student Travel:

<https://stuactonline.tamu.edu/app/form_travel>

Emergency Contact, Commitment Form, & Junior II Handbook:

<https://mycehd.tamu.edu/students/field-experience-forms/>

Mentor Teacher Midterm & Final Evaluation Form:

<https://forms.gle/Boyfz2dkYXTG6wzp6>

Name Tag:

<https://www.amazon.com/Custom-Engraved-Name-Badges-Identification/dp/B01FEA24L8/ref=sr_1_1_sspa?crid=1N2NC2BVG4AEW&keywords=name+tag+gold&qid=1652887967&sprefix=name+tag+gold%2Caps%2C95&sr=8-1-spons&psc=1&spLa=ZW5jcnlwdGVkUXVhbGlmaWVyPUExNDJEOVhOMVpWSVNaJmVuY3J5cHRlZElkPUEwMzAyNjk4SURQMDZCUEYyUFYyJmVuY3J5cHRlZEFkSWQ9QTA5MjIyNDQxMDBGVFZEVDAxQVI2JndpZGdldE5hbWU9c3BfYXRmJmFjdGlvbj1jbGlja1JlZGlyZWN0JmRvTm90TG9nQ2xpY2s9dHJ1ZQ==>

Liability Insurance (Join 1!):

<https://www.tsta.org/join-tsta/>

<https://www.tcta.org/membership/join>

<https://www.atpe.org/Join-ATPE>

CSISD Academic Calendar:

<https://www.csisd.org/departments/CurriculumandInstruction/school_calendars>

Bryan ISD Academic Calendar:

<https://www.bryanisd.org/apps/pages/calendars>

**Mentor Teacher Introduction Email**

Howdy [X]!

My name is [X] and I am currently on track to graduate in [X]. I was placed in your class for Junior Methods at Texas A&M University. I will be in your classroom from 7:30 A.M. – 5 P.M. every [X], contracted for a full day. My official start date is [X] and ends [X].

[A bit about yourself. Your background. What strengths you provide and what concerns you may have. A message of thanks. Any questions you may have (parking, COVID protocols, etc.)]

Attached to the email is a welcome letter from my TEFB 371 instructor, who is also CC’ed on this email. Please feel free to reach out to the instructor if you have questions or concerns at any point throughout the semester. Additionally, we will be using an online evaluation and attendance form. Please use this link to complete the information at the given mid-point and final times: [https://goo.gl/forms/TPukGnVhlOyLDRKE3](https://urldefense.proofpoint.com/v2/url?u=https-3A__goo.gl_forms_TPukGnVhlOyLDRKE3&d=DwMFaQ&c=u6LDEWzohnDQ01ySGnxMzg&r=sj2l8CsLbhVJhfykPlSSiw&m=pMuWrJ2GQ5hR11dnnnfMf2upST8g5nqiYe4iNwPTEkk&s=bw14_iAbfFfKDCG7-MO9yRoA3IQTW6LiRtcx8HMDQ7I&e=).

Sincerely,

[X]