

## ETSU Residency Timeline

<p><b>December/January (Of Year Prior to entering residency)</b></p>	<ul style="list-style-type: none"> <li>- <b>Current Degree Works Audit needs to be signed by advisor</b> (must show courses student is currently enrolled in for semester at time of applying for Residency)</li> <li>- <b>Complete a list of field experience observation/clinical experience hours</b> (including each course, number of hours required in course, and where the hours were observed )</li> <li>- <b>Advisor Check-in:</b> Meet with advisor to make sure you are on track to enter residency.</li> </ul>
<p><b>January (Of Year Prior to entering residency)</b></p>	<ul style="list-style-type: none"> <li>- <b>January 1 Residency Application Opens (Fall)</b> <ul style="list-style-type: none"> <li>o Signed Degree works and Field experience list will be needed to complete application</li> <li>o Code of Ethic/Memorandum of Understanding (Will be completed and signed within the residency application)</li> </ul> </li> </ul>
<p><b>March 1st</b></p>	<ul style="list-style-type: none"> <li>- <b>Residency Application Closes (For Students beginning Pre-residency in July)</b></li> </ul>
<p><b>April</b></p>	<ul style="list-style-type: none"> <li>- <b>Complete Residency Orientation</b></li> </ul>
<p><b>May – July 1</b></p>	<ul style="list-style-type: none"> <li>- <b>Complete a Background Check Package</b> <ul style="list-style-type: none"> <li>o <b>VECHS Waiver Agreement and Statement Form</b> - Authorizes Clemmer College access to fingerprinting results from anyone requiring a background check through the college.</li> <li>o <b>Noncriminal Justice Applicant's Privacy Rights Form</b> - Prevents Clemmer College from releasing background check history and/or information to any outside agencies.</li> <li>o <b>ETSU Authorization for Background Check Entry Form-</b> Enforces background check guidelines from Tennessee Bureau of Investigation</li> <li>o <b>Tennessee Bureau of Investigation Fingerprinting</b></li> <li>o Background Check paperwork must be completed within 1 week of background check fingerprinting date</li> </ul> </li> <li>- <b>Obtain Professional Liability Insurance (see website)</b></li> </ul>
<p><b>June/July/August</b></p>	<ul style="list-style-type: none"> <li>- <b>Receive placement confirmation for school and mentor teacher</b></li> <li>- Placements are sent as they are received from each district.</li> </ul>
<p><b>July</b></p>	<ul style="list-style-type: none"> <li>- <b>Pre-Residency Meeting</b></li> <li>- <b>All entering test scores (ACT, SAT, Praxis CORE) must be submitted prior to Beginning Pre-Residency which starts during Summer Term II</b></li> <li>- <b>Pre-Residency Begins</b> and includes a 50-hour field component and additional coursework.</li> <li>- 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.</li> <li>- <b>Must complete EDA Self-Assessment in Watermark</b></li> </ul>
<p><b>August</b></p>	<ul style="list-style-type: none"> <li>- <b>Residency I Begins</b></li> </ul>

	<ul style="list-style-type: none"> <li>- 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.</li> </ul>
<b>December</b>	<ul style="list-style-type: none"> <li>- <b>Residency II Meeting</b></li> <li>- <b>All Residency I hours must be logged in Watermark and approved by Mentor Teacher (due by last day of classes)</b></li> <li>- <b>Complete all required assessments in Watermark</b></li> <li>- <b>All Praxis subject assessments should be completed before entering Residency II</b></li> </ul>
<b>January</b>	<ul style="list-style-type: none"> <li>- <b>Residency II Begins * First week in January</b> <ul style="list-style-type: none"> <li>o The Residency II semester must be a minimum of 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.</li> </ul> </li> </ul>
<b>March</b>	<ul style="list-style-type: none"> <li>- <b>Graduation and Certification Meeting</b></li> <li>- <b>Residency II Placement Change</b> <ul style="list-style-type: none"> <li>o Date to be announced</li> </ul> </li> </ul>
<b>April</b>	<ul style="list-style-type: none"> <li>- <b>Pre-licensing form sent out by ETSU Certification Office</b></li> <li>- <b>EdTPA Finalized and Submitted</b></li> <li>- <b>All residency hours must be logged in Watermark and approved by Mentor Teacher (due by last day of classes)</b></li> <li>- <b>Complete all required assessments in Watermark</b></li> </ul>
<b>May</b>	<ul style="list-style-type: none"> <li>- <b>Pinning Ceremony</b></li> <li>- <b>Graduation</b></li> <li>- <b>Certification Coordinator will apply for your teaching license after your degree is posted (2-3 weeks after graduation)</b></li> <li>- <b>Complete the End of Program Survey</b></li> </ul>
<b>June</b>	<ul style="list-style-type: none"> <li>- <b>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</b></li> </ul>