



Dear Student Teacher or Intern,

Congratulations on your assignment to complete your clinical experience student teaching or internship in the Fountain Hills Unified School District (FHUSD). It will be an exciting and challenging semester.

To ensure the safety of their students, FHUSD requires all interns and student teachers to **contact Caroline Lynch** in the Fountain Hills District Office **BEFORE** their first visit to the school to receive instructions on submitting additional clearance documents:

District contact and location information:

Caroline Lynch  
Executive Director of HR and Student Services  
Fountain Hills Unified School District  
16000 E. Palisades  
Fountain Hills, AZ 85268  
480-664-5017  
Email: clynch@fhUSD.org

***IMPORTANT NOTE: You cannot begin your clinical experience student teaching or internship until the District Office has received all of the required documents from you. If you do not comply, you risk losing your clinical placement for the semester.***

If you have any questions, please contact Caroline Lynch in HR.

Sincerely,

Office of Clinical Experiences  
Mary Lou Fulton Teachers College