



Dear Legacy Traditional Schools Intern or Student Teacher,

Congratulations on your assignment to complete your clinical experience internship or student teaching in a Legacy Traditional School. It will be an exciting and challenging semester.

To ensure the safety of the children in this school/district, it is required of all interns and student teachers to complete the **Student Teacher Internship Procedures** form and provide a copy of the following items to the school **BEFORE** your first visit:

1. Valid DPS Fingerprint Clearance Card
2. Identification, driver's license or other ID

The form and copies of the above items can be delivered directly to the front office/building principal at the school of placement.

***Important NOTE: You cannot begin your clinical experience internship or student teaching until the school/district has received a copy of your DPS Fingerprint Clearance Card and ID. If you do not comply, you risk losing your field placement for the semester.***

If you have any questions, please contact the building principal at the school of placement.

Sincerely,  
Office of Clinical Experiences  
Mary Lou Fulton Teachers College