



EDCN 5730: Independent Field Experience and Pedagogy Assessment  
Teaching Endorsement Program

**Candidate Information**

*As an endorsement candidate, you likely have a number of questions concerning the Field Experience and Pedagogy Assessment, which is the culminating requirement for adding your endorsement. We hope to answer some of those initial questions and better prepare you for the process by which this course must be completed. Please read this document carefully and be sure to contact our office with any additional questions or concerns.*

*Thank you,*

Endorsement Team  
Center for Professional Education  
[endorse@spu.edu](mailto:endorse@spu.edu)  
(206) 281-2573

**Course Information:**

The field experience course takes place within a 10-week period and is intended to be the capstone of your endorsement program. The field experience course has several objectives:

- Assess candidate's ability to apply knowledge and skills in the new endorsement area by developing and teaching a unit of study.
- Assess candidate's impact on student learning in the classroom.

To meet these objectives, the candidate must complete assigned coursework and teach a 5-10 lesson unit (as determined by your supervisor) in a classroom setting. The candidate will be supported and assessed by an assigned SPU supervisor.

**Course Description:**

The field experience is a requirement of the endorsement program at SPU. The candidate will:

1. Complete an independent field experience in the new endorsement subject area. During the experience the candidate will develop and teach a 5-10 lesson unit, teaching one period/day, generally taking one to three weeks. The SPU supervisor will formally observe the candidate teaching a minimum of two lessons from that unit.
2. Submit a portfolio documenting completion of unit and demonstration of positive impact on student learning, as well as knowledge and teaching skills in the new endorsement area.

## Course Objectives:

Within this course, the candidate will:

1. Apply knowledge and skills learned in the endorsement area by teaching 5-10 lessons from a unit of study in an appropriate classroom setting.
2. Document a positive impact on student learning in the endorsement area.
3. Meet standard on all of the criteria on the Written and Observed Sources of Evidence Assessment Record of the PPA.

## Classroom Placement

This course is designed to work within a full-time teacher's schedule, even if he/she is not currently teaching in the new subject area. **The endorsement candidate is responsible for finding a classroom for their field experience**, in which to teach one class period over a minimum of two to three weeks (5-10 hours total). *Approval from the school administrator and an agreement with a mentor teacher are required.*

*Note to school/district: Since the Field Experience is completed by a teacher with a current teaching certificate – verified by SPU – the teacher is responsible both for securing a Field Placement and for fulfilling any background requirements requested by the cooperating school/district.*

## Mentor Teacher

**It is the candidate's responsibility to locate a Mentor Teacher.** In most cases, the mentor teacher is the teacher of the classroom in which the candidate will be completing field experience. The mentor is required to have an endorsement in the subject area and have a minimum of 3 years of experience teaching in that subject area. We ask that they complete one formal observation of candidate to be submitted to the SPU supervisor.

## Course Work

The unit plan must consist of 5-10 lessons (or hours) taught over a minimum of 2-3 weeks. The total amount of lessons will be determined by the SPU supervisor. In addition to the classroom teaching, this course also requires a portfolio including development of a unit plan to be taught, evidence of positive impact and reflection papers, evaluations and a professional growth plan. *More detailed information will be provided in the course syllabus emailed to candidates the first day of the course.*

## SPU Supervisor

A university supervisor will be assigned to each candidate after application materials are received. The supervisor will be available throughout the quarter for feedback on portfolio pieces. The supervisor will complete a minimum of two formal observations. Supervisors will travel anywhere in Washington state to complete these observations.

## Frequently Asked Questions

**Q. If I am currently teaching in the new subject area and/or have many years of experience teaching this subject, do I have to complete a field experience?**

**A:** Yes. The Field Experience course is a requirement of SPU's endorsement program. SPU wants one of our faculty members to observe and document effective instructional skills in the new endorsement area before we recommend a candidate for an endorsement. Since SPU is listed as the recommending agency, we feel a moral obligation to only recommend candidates whom we have seen demonstrate effective instructional strategies.

**Q. How can I complete a field experience while I am teaching full-time?**

**A.** SPU's program is designed specifically for current teachers who are pursuing an additional endorsement. The field experience allows a teacher to complete the field experience by spending as little as one period a day over approximately two to three weeks in another classroom, often during a preparation period.

**Q. How can I complete a field experience if I am NOT currently working in a school?**

**A.** Students who do not have easy access to a classroom setting have two primary options: 1) contact fellow teachers in the subject area to see if they will allow you to teach in their classroom for 2-3 weeks, or 2) contact a school district Human Resources department to find a placement for the field experience. The Endorsement Program does not provide placement for candidates, but we will assist you with any correspondence or forms required by a school district to secure your placement.

**Q. How long does it take to receive my updated certificate after the course is complete?**

**A.** Your supervisor will submit paperwork and final grade to SPU. ***Please note supervisors have up 10 days from the course end date to submit the grade to SPU.***

When paperwork is received, SPU will run a file review and once program completion is verified SPU will recommend the additional endorsement be applied to your Teaching Certificate through the new eCertification system through OSPI. ***Please note final processing can take 2-3 weeks from the time final coursework is received from the supervisor.***

Once you have been recommended by SPU, you will be notified with further instructions on how to complete the process through eCertification. This is only possible AFTER you have been recommended by SPU. ***From the timelines mentioned above you can expect 3-5 weeks before you are notified with instructions on how to complete next steps.***

Seattle Pacific University  
Center for Professional Education  
School of Education  
3307 Third Avenue West, Suite 209  
Seattle, WA 98119-1950