WESTERN ILLINOIS UNIVERSITY
Student Teaching Program
Process and Criteria for Mentor Teacher Selection

Based upon the student teachers request for placement, ratio of student teachers to WIU supervisors, and the location of the student’s residence during the student teaching experience, the supervisor will select a school district with which WIU has an established partnership.

The paperwork requesting a position for the student teacher is submitted to the District Central Office by the student teaching supervisor or the University Liaison for consideration. If agreeable, the district will forward the application to a building principal for consideration. The building principal/assistant principal/department chairperson will review the application. If it is agreeable, he/she will contact a faculty member in the building who meets all of the following criteria:

- Is certified to teach in the subject area and grade level identified as required in the student teaching application paperwork.
- Has completed least 3 years of successful teaching experience in the public schools.
- Is employed by a public school district.
- Is recommended by the building principal.

Additional preferred but not required components include the following:

- A master’s degree.
- Past positive experience with pre-student teaching/student teaching students.

The faculty member will review the application and accept or reject the request to mentor a WIU student teacher.

The acceptance or rejection of the application is relayed to the WIU Student Teacher Supervisor and/or University Liaison by the District Central Office.

Student Teaching Supervisors will review their notes relating to mentor teachers who have participated in the positive experiences of our student teachers and would be desirable mentor teachers for the future.

Each semester the Coordinator for University Field and Clinical Experiences and Student Teaching Supervisors will review and revise, if appropriate, the role of the mentor teacher and the selection criteria.