

TEXAS WOMAN’S UNIVERSITY
COLLEGE OF PROFESSIONAL EDUCATION (COPE)
Intern Professional Standards

Dear Texas Woman’s University Field Supervisor,

Please complete this documentation form each time you are concerned about an intern teacher’s progress/behavior, including academic, interpersonal, ethical, etc. Send your documentation information to the Office of Clinical Practices, Texas Woman’s University, P. O. Box 425769, Denton, TX 76204-5769.

Date _____

Student Name _____

Mentor Teacher _____

University Field Supervisor _____

School _____

Description of Concern or Incident

Intervention

Include guidelines for improvement discussed with student,
and a copy of the “Intern Success Plan for Improvement.”

TEXAS WOMAN'S UNIVERSITY
COLLEGE OF PROFESSIONAL EDUCATION (COPE)
Intern Success Plan for Improvement

Student Name _____

Mentor Teacher _____

University Field Supervisor _____

School _____

My understanding of the problem:

Steps I will take for improvement: (attach other pages as needed)

Instruction

Communication

Professional Development

Compliance with Policies/Procedures

Management of Time/Materials

Other Areas for Development

Time-line of action:

Student Signature: _____

University Field Supervisor Signature: _____