



# STUDENT TEACHING

## DEPARTMENT APPROVAL REQUEST FOR OUT OF AREA PLACEMENT

Student Name:

M#

Phone:

Major/Certification:

BearMail address:

Semester/Year:

**Please provide the following information:**

Out of Area location for which you are seeking approval.

- Kansas City area
- St. Louis area
- Other area

Please list 3 districts, in order of preference, for the placement area you selected above

1.
2.
3.

Out of Area placement requests must be approved by your program coordinator. Reasons for your Out of Area request can be discussed with your program coordinator when meeting for signature approval.

Program Coordinator

***I signify that I understand that if I am approved by my department for an out of area placement, I will be assessed an additional fee of \$450 per student teaching placement.***

\_\_\_\_\_  
Teacher Candidate Signature

\_\_\_\_\_  
Date

*Please note that individual districts may have additional requirements including online surveys, applications and interviews.*

**This document should be taken to your program coordinator for approval and signature, then submitted to the Educational Field Experiences office, PCOB 007 or PCOB 235.**

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Program Coordinator Signature

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Date

Comments: