

STUDENT REQUEST FOR TEACHING PRACTICUM IN COLLEGE BIOLOGY

SEE THE REVERSE SIDE OF THIS FORM FOR GUIDELINES

This entire form must be filled out properly with all information included and it must be LEGIBLE.

This form should be submitted to the Biology Undergraduate Office (Room G05- CMM/BLL bld.631-632-8530) **before** the end of Add/Drop period or student may be charged for late registration. Upon returning this **completed** form, the department will then enter the permission into the solar system. Within a few days the **Student** must register online using the new Solar System. **It is the Student's responsibility to register on time, for the appropriate course number, section, and credits. If after a few days the student still can not register please return to the Biology Office to check on the status of your request.**

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TO BE COMPLETED BY STUDENT ******YEAR _____ ******TERM _____

LAST NAME: _____ FIRST NAME: _____

STUDENT'S MAJOR: _____ CLASS: _____ NEW SUNY ID# _____

EMAIL ADDRESS: _____

LOCAL ADDRESS: _____

HOME PHONE#: _____ CAMPUS PHONE#: _____

******* I would like to enroll in: BIO 475 _____ or BIO 476 _____ SEC _____ FOR 2 CREDITS
(check one)

Special permission is required to register for three credits.

My "clinical" experience will be in BIO: _____ SEC: _____

My sponsor is Professor: _____ Department of: _____

If you are applying for BIO 476 list your sponsor and the course used previously for clinical experience under BIO 475: _____

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TO BE COMPLETED BY SPONSOR (PLEASE BE SURE INFORMATION IS LEGIBLE)

I am willing to sponsor the above-named student as a UTA and to provide a grade (S/U) at the end of term.

SIGNATURE: _____ DATE: _____

PRINTED NAME: _____ DEPARTMENT: _____

EMAIL ADDRESS: _____ PHONE#: _____

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FOR USC USE:

_____ This application is tabled / rejected because: _____

_____ This application is approved for _____ credits.

AUTHORIZED SIGNATURE FOR USC: _____

*******DATE PERMISSION GIVEN ON SOLAR: _____

******Please note Arts / Sciences regulations credit limitations in your Bulletin and special limitations or use of BIO 476.

*******Two credits involves one tutorial meeting and one clinical experience per week. Three credits involves two tutorial meetings and clinical experience per week. (Clinical experience includes labs, recitations, review sessions etc.).

BIOLOGY GUIDELINES AND PROCEDURES FOR BIO 475 / 476

1. Objectives

The teaching practicum courses introduce students to selected aspects of higher education. They are formal Courses designed for the intellectual benefit of a student considering a career as a college faculty member.

2. Students wishing to participate in the program obtain a approval form in our Undergraduate Office in Room G05- CMM/BLL bld. The form requires signatures of the participating instructor and the Director Of Undergraduate Biology.

3. Grading is on an S/U basis.

4. Bio 475 / 476 courses do not apply to any requirements of the Biology major.

5. Credits -- A two-credit Bio 475 / 476 course includes a weekly seminar / discussion / conference with the sponsor, plus a clinical experience. A three-credit course implies two hours of discussion plus the clinical experience.(special permission is required to register for 3 credits)

6. Potential Discussion Topics

Discussion topics might include any or all of the following:

___ Graduate programs-- fields, applications, choice of schools, curricula, choosing a sponsor and developing a thesis project.

___ Research-- its role, creativity, problems of experimental design, data analysis, grant proposals, guiding graduate students.

___ Teaching-- (philosophy): design of curricula, courses, labs, community college, college and university teaching, design of examinations, grading systems and policies.

___ Literature-- sources, resources, approaching and the journal literature, abstracts, discussion of books and articles.

___ Committees, Faculty Governance, Tenure, Workloads, Advising.

___ Discussion of procedures and problems encountered in the SUSB course providing the clinical experience.

7. Clinical Experience

In the clinical experience, the UTA deals with students in labs, recitations, conferences, tutorials, demonstrations, etc. A course lecture might be valuable, but both student and sponsor should be aware of the Sudden Panic Syndrome. All clinical experiences should be supervised closely by the sponsor and any cooperating graduate assistants.

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