

## ABE6940 Supervised Teaching Faculty Request Form

Assistance request must be submitted to Robin Snyder by:

Fall May 15th

Spring September 30th

Summer March 1st

The purpose of this course is to provide students with supervised teaching experience on developing effective instructional methods and materials in education in the ABE Department and to learn teaching and assessment practices under direct mentorship by a faculty member.

Students will be assigned based on semester requests for assistance by ABE faculty. *It may not be possible to fulfill all requests each semester.*

**Please refer to the syllabus for guidelines for this course.**

### Please complete a separate form for each course!

3. Provide the following information:

Instructor(s) Name \_\_\_\_\_

Course Name \_\_\_\_\_ Course # \_\_\_\_\_

Preferred/desired student skills or background: \_\_\_\_\_

Is this a new or existing course? New \_\_\_\_\_ Existing \_\_\_\_\_

If existing, what was the student enrollment the last time it was taught? \_\_\_\_\_

Number of sections to be offered: Lecture sections \_\_\_\_\_ Lab sections \_\_\_\_\_

Number of students requested for this course \_\_\_\_\_

Total hours of assistance per week needed \_\_\_\_\_ (1 credit hour = 30-40 hours work per semester)

If you have discussed this with a specific graduate student(s), please list them here:

\_\_\_\_\_  
(Note, there is no guarantee they will be assigned to this course but it will assist us in our review).

**Potential Supervised Teaching experiences student will engage in (check all that apply):**

- Instruction – Lecture/Lab
- Develop course materials
- Extension materials-EDIS publication
- Develop Modules

Students who are assigned to teaching duties may also spend time assisting with grading and office hours but duties cannot be limited to those activities.

I understand that assignments will be made *based on the needs of the ABE department*. By signing below I agree to complete the ABE Supervised Teaching Contract with the student and serve as the student's mentor.

Instructor Signature \_\_\_\_\_ Date \_\_\_\_\_