



UNIVERSITY OF
CHARLESTON

W W W . U C W V . E D U

Fall 2024

Dear Cooperating Teacher,

Thank you for mentoring a University of Charleston teacher candidate! The University Field Instructors and I look forward to working with you. Following is a brief overview of some of the University of Charleston's expectations concerning your candidate.

Your candidate is currently completing an important assessment demonstrating teaching effectiveness, the West Virginia Teaching Performance Assessment. This project is required as a condition for initial licensure by the West Virginia Department of Education and the Education Program at the University of Charleston and will be conducted throughout the entirety of the placement.

Your formal observations using the Residency Tool for Assessment and your informal evaluations/feedback are vital to your candidate's growth. They often provide the impetus for valuable conversations with the student and impact his or her performance both in the classroom and weekly seminar sessions.

Thank you again for opening your classroom to this candidate and willingly sharing your time and expertise to help develop a prospective educator. You are a vital component of our teacher preparation program. Your assistance and your willingness to give back to the profession complement the University of Charleston's strong tradition in teacher education.

Should you have any questions or concerns about your responsibility in working with your student teacher, please contact me at 304-357-4773 or susandivita@ucwv.edu.

Sincerely,

Dr. Susan Divita
Program Director
Assistant Professor
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