DATE SENT: March 20, 2014

Memorandum of Understanding

Programs and Services Available to School Systems

This memorandum describes the programs and services that are available to the below noted education agency through the School of Education at William Carey University. These programs and services are available at no cost to the education agencies in the indicated service area of the University, and are available on request.

The following programs and services are available to COLUMBIA SCHOOL DISTRICT.

1. **Residence Program** – The residence program at WCU involves 20 weeks of full and half-time placement in the public schools. Most residence teacher candidates at WCU undergo two separate placements at different grade levels, usually in two different schools occurring over 2 separate trimesters. The WCU Residence Pre-Service Operating Guidelines that describes all residence policies, evaluation procedures, and Host teacher responsibilities is provided to all schools.

2. **Pre-Residence Program** – The pre-residence program at WCU involves approximately 235 hours partial time placement in the public schools. Most pre-residence programs are (but not limited to) tutoring, observing, and/or service learning determined in cooperation with the education agency.

2. **Clinical Schools** - WCU may enter into special clinical relationships with selected education agencies within the indicated service area, based on mutual interest and consent. The purpose of the clinical schools is four-part: (1) to enhance the learning environment for the students in the education agency, (2) to provide intensive and broad based field experiences for teacher candidates, (3) to offer professional growth experiences for both education agency and university faculties involved in the clinical school, and (4) to offer joint school-based research opportunities that contribute to the profession.

3. **First Year Teacher Program** - WCU offers services for First Year Inservice Training Programs. Special meetings and/or workshops are offered and special invitations are extended to first year teachers. In addition, WCU professors and residence supervisors are available to assist first year teachers in schools where they are assigned or to conduct a workshop in the school, upon the request of the school principal.