Interested in Student Teaching Internationally?

Directions for Bemidji State University “Common Market” Students

1. Request an Educator’s Abroad information packet from the Clinical Office in the Prof. Ed. Dept.
2. Complete the following forms in the packet.
   (Sabrina Erickson in BE 326 can help you prep these forms if you have questions about how to fill them out.)
   a. **Common Market Agreement** - Sign at the bottom.
   b. **Common Market Passport** - Both sides. Records uses this document.
   c. **Common Market Student Teaching Request** - Includes resume & autobiography. Winona uses this.
3. Schedule an appointment with the Clinical Director (Renae Spangler) and submit your packet for review.
4. If/when your Common Market packet is approved by the Director, the Clinical Office (Sabrina Erickson) will scan, save, and forward your documents to the BSU Records Office.
5. The BSU Records Office will sign and save copies of your documents and then submit your approved Common Market forms to Winona State University Director of Clinical Practice, 175 West mark St., Winona, MN 55987.
   This ensures a smooth transfer of your credits and a timely posting of your degree.

**During your student teaching experience,**
both Bemidji State and Winona State will support you in separate but complimentary ways:

Bemidji State will provide your edTPA code and edTPA support webinars. You **must** elect to report your edTPA score to Bemidji State. You must also take responsibility to send copies of your observations and any letters of recommendations to Bemidji so your student file has evidence of completing a BSU ED program.

Winona State and Ed Abroad will be supplying a student teaching placement, orientation, and reviewing your documents to issue a grade. Once you have completed your student teaching and Winona’s Clinical Director has issued your grade, those 12 Winona credits will be transferred back to Bemidji State and you will graduate from BSU with a BSU degree. Therefore, please remember to stay in contact with your BSU Clinical Office throughout your student teaching experience.

6. The WSU Director of Clinical Practice will review your Common Market papers and, if accepted, will forward them to the WSU registrar’s office for processing.
7. Watch for an email from the registrar notifying you of your WSU tech id and WSU email.
8. After receiving your WSU tech id and email you must complete a WSU application to Student Teach at http://www.winona.edu/teachered/applications.asp
9. Once accepted through the WSU College of Education, you may begin an application to student teach internationally:
   a. Go to https://studyaway.winona.edu/ and click search
   b. Type “Educators Abroad” in the search bar.
   c. The program will appear. Click the Apply Now button
   d. Click on the third option “I do not have login credentials to this site”
   e. Follow instructions to create a username and password
   f. Choose your term
   g. Begin completing the materials in your study abroad online account
   h. Once you have completed all the Pre-Decision materials, you may click Submit Application at the top of your account to indicate you have completed all the required materials for the IP office to review.

10. The WSU International Programs office will review your application and notify you by email when your application has been accepted.

11. After receiving an email notice from International Programs that you have been WSU Accepted for student teaching internationally, you may begin the application process through Educators Abroad: https://educatorsabroad.org/StudentTeaching/overview. The Educators Abroad application process may generate an email to the student telling them to pay the $800 deposit to Educators Abroad. Students going abroad should ignore this email notification. Winona State will be handling that transaction to Educators Abroad.

12. Complete all required materials of both WSU and Educators Abroad

13. Contact the WSU Director of Clinical Practice for information on WSU course registration for student teaching.

More helpful info:

- Can financial aid be used to help pay for student teaching abroad? YES! Federal and state financial aid, as well as institutional scholarships, may be used to fund your study abroad. The Approval Form in your application materials requires you to meet with a financial aid officer to answer any questions you may have on financing your experience.

- The application process requires a non-refundable $60 application fee. After acceptance, students will pay a $800 confirmation deposit to Winona State University, NOT to Educators Abroad. This deposit will be credited to your program cost.

- Educators Abroad will invoice WSU for the program cost (approximately $5450 for a 15 week experience). WSU will place this fee plus a $450 administrative fee on your account, to be paid according to the regular WSU payment schedule.

- Housing and meals are paid by the student and are typically arranged in cooperation with the host school. An average budget for room and board is $125 per week.

- Non-WSU students will be billed on their WSU guest student account and pay their fees according to the regular WSU payment schedule. If financial aid is involved, a consortium agreement must be in place (contact your home university Financial Aid Office).