

Texas State University
Field Experience Documentation

The Texas Education Agency (TEA) requires that teacher education candidates engage in a minimum of 30 clock hours of field experiences in PreK-12 schools with actual students in a classroom/instructional setting before student teaching or internship. TEA also requires that those hours are documented and verified ([TAC 228.35](#)). Up to 15 hours may be completed virtually (watching videos, observing zoom lessons, etc.). Please record both virtual and face-to-face (F2F) field experiences in the log below. This document will be an official record that will be shared with the Office of Educator Preparation (OEP) to show eligibility for student teaching (or internship for graduate or post-baccalaureate certification-only students) and may be shared with TEA (if requested) for verification purposes.

- To receive credit, your signed document must be uploaded to CANVAS.
- Upload this document to CANVAS by the due date determined by the program coordinator.
- Record **all** PreK-12 experiences from the time of admittance to the alternative certification program, not just the minimum 30 hours.
- Your cooperating/mentor teacher (CT) must initial each entry of F2F classroom experiences. Your CT must be a certified teacher in TX with a TEA ID number.
- You will also include a 300-word reflection summary of what you learned in your observation experience. See log below for more guidance.

First and Last Name	Certified Cooperating/Mentor Teacher Name
TXST Student ID (A-number)	Certified Cooperating/Mentor Teacher TEA ID number
TXST Email	School and District
TXST Alternative Certification Program Coordinator	Grade(s) and Subject(s) Observed

FIELD EXPERIENCE LOG

Year:

Date	Start Time	End Time	Total Time (hours)	Mode of Contact (video, F2F, etc.)	<p align="center">Activity Description</p> <p>Briefly describe what you did to gain classroom experience.</p> <ul style="list-style-type: none"> For video experiences, include source (Atlas, Teaching Channel, YouTube, etc.) and title of video OR paste link below. For classroom experiences provide name of teacher and describe instructional activities you engaged in with students. Add more rows as needed, and remember to write the total time in the final row. 	<p align="center">For Classroom Experience Only: CT Initials</p>
9/8/23	9:00	11:30	2.5	Video	(EXAMPLE) Atlas: 4 th Grade Language Arts	NA
9/9/23	8:00	11:30	3.5	F2F	(EXAMPLE) Observed my CT and his students in the classroom during a social studies lesson	JM

TOTAL TIME			
-------------------	--	--	--

Date	Teacher Candidate Reflection Summary	Coordinator Initials
	<p>Reflection is an important aspect of your growth as a future teacher. Considering your classroom experience documented above and the next steps in your teacher preparation journey, write a summary reflection connected to personal action goals. Expected word count is 300 words.</p> <p>You may use the following prompts as a guide:</p> <ul style="list-style-type: none"> • What have you observed that you hope to duplicate in your own teaching and why? • What have you noticed about students and their learning? • What questions do you have about teaching and student learning and how will you seek to answer them? How do those questions relate to your goals as a future teacher? <hr style="border: 0.5px solid black;"/>	

SIGNATURES

Cooperating Teacher Name	Cooperating Teacher Signature(s) Required for any classroom experiences listed in log.	Date Signed
Student Name	Student Signature My signature below verifies that the information I've provided in my field experience log above is accurate.	Date Signed
Coordinator Name	Coordinator Signature My signature below verifies that I believe the information the candidate provided is accurate and that the candidate has submitted written reflections of these observations.	Date Signed

--	--	--