

# Mount Vernon Independent School District

## Student Teaching Request

Applicant name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

University \_\_\_\_\_

Supervising Professor \_\_\_\_\_ Phone \_\_\_\_\_

### Type of Placement Desired:

- Elementary
- Secondary
- Special Education
- Bilingual
- Content Area \_\_\_\_\_

Start Date \_\_\_\_\_ End Date \_\_\_\_\_

### Documents needed:

1. Signed Application
2. DPS Background check form complete. The form can be found on the District web site [www.mtvernonisd.net](http://www.mtvernonisd.net) under the Human Resource Tab. This form must be processed prior to the beginning of the student teaching assignment.
3. A current official transcript

Please be available to meet with the school principal, if needed.

### PLEASE NOTE:

The request should be made in a timely manner. (Six weeks prior to start date)

Thank you for choosing Mount Vernon ISD. It is our goal to ensure that all Teacher Interns have a proper placement and have rewarding experiences.

Applicant Signature \_\_\_\_\_

Supervising Professor \_\_\_\_\_

**Send request to:**  
Mount Vernon ISD Human Resources Office  
501 Hwy 37 S  
Mount Vernon, Tx. 75457  
Fax: 903-537- 3204