UCSB Pre-Professional Program Expectations

- Arrive on time.
- Every time you volunteer, check in at the front office before continuing on to your assigned classroom.
- On your first day, establish your volunteer schedule with your K-12 Mentor Teacher, and treat your commitment like you would a paying job.
- You are expected to volunteer for all ten weeks of the quarter. You must complete separate hours for each ED course you are enrolled in. You may not count the same hours for two different courses.
- What you do in the K-12 classroom is up to your ED professor and your K-12 Mentor Teacher. If you have questions about your role in the classroom, please talk with your ED professor.
- Ask your K-12 Mentor Teacher their preferred method of communication (phone, text, or email), and contact them directly if you are unexpectedly sick and cannot volunteer.
- Dress professionally and modestly at all times (no jeans, flip flops, or graphic t-shirts). Avoid any fragrances that may trigger allergies. If you are volunteering for ED 128, ED 130, or ED 131, always wear your CalTeach lanyard.
- Keep your phone and other technology turned off and out of sight at all times.
- Never share on social media about the students or staff at your school. Do not connect with students on social media or video games, and do not give them your personal contact information. Do not take photos or video recordings. Also, do not give anything to students, including food.
- Accept full responsibility for following the directions and respecting the desires of your K-12 mentor teacher. (And please note that pre-professionals may never be alone with students; a credentialed teacher must always be present.)
- Contact your K-12 mentor teacher, UCSB course instructor, and Katie Blackwell immediately if for any reason you drop the course and therefore will not be doing the field placement.
- Do not arrange or change your K-12 classroom placement. Katie Blackwell will work with the K-12 school to place you, and we expect you to volunteer with that teacher only.
- Make a copy of your Fieldwork Verification form before submitting it to your professor. Should you apply to UCSB’s Teacher Education Program, you will need to resubmit the Fieldwork Verification form with your application.
- Please remember that you are representing UCSB – please represent us well, and enjoy your experience!