

**Education Department
Student Contract**

EVALUATION OF NON-ACADEMIC CRITERIA

Non Academic Standards

Twice a year, the Education Department faculty engages in a frank and confidential discussion of the progress of every education student. This semi-annual review is an attempt to assist students in positive professional growth and it is at this time that the informal evaluations of non academic criteria are made formal. The conduct discussed by the faculty is conduct that is critical to the professional development of students who hope to successfully enter the teaching program. For example, professional conduct that faculty will consider are reflected in the following:

- the student recognizes and practices proper professional behaviors
- the student displays good grooming and concern for appearance
- the student is dependable, punctual and responsible
- the student displays an appropriate sense of humor
- the student deals ethically with colleagues, superiors, students and parents
- the student accepts and considers feedback from others
- the student reacts with sensitivity to the needs and feeling of others
- the student facilitates the social acceptance of persons by encouraging positive relationships
- the student shows concern for peers and students

At the semi-annual review, concurrent concern of more than one Education faculty member is considered to be a first warning negative assessment. In other words, if two or more faculty reported that a student had several absences, that student would receive a negative assessment in the appropriate professional conduct area.

The student is expected to arrange a meeting with the Undergraduate Programs Director so that, together, a plan of action can be made that will assist the student in remediation of the deficiency

It is important to reiterate that the semi-annual review is an attempt to assist the student in professional growth. Should a student receive a negative assessment and remediate the area of deficiency, the issue is closed. However, a second negative assessment in the same professional conduct area would indicate that the deficiency remains and is cause for referral to the Chair of the Education Department who will recommend action to the Teacher Education Committee (TEC). The Teacher Education Committee will then make a recommendation to the Dean of Professional Programs. The process for appealing the Dean's decision is outlined in the *University of Scranton Student Handbook*, which can be found on the University's website.

I have received a copy of this policy and have had the opportunity to discuss the policy with my mentor/Freshman Seminar instructor.

Print Name

Signature

Date