

CODE OF CONDUCT FOR TEXAS TECH STUDENTS WORKING IN ELEMENTARY AND SECONDARY SCHOOLS

Texas Tech students working in elementary and secondary schools, including student teachers, interns, and others assigned to schools, are expected to conform with the Code of Ethics and Standard Practices for Texas Educators (19 TAC 228.5) In addition, Texas Tech students must follow all applicable rules and regulations delineated in local, state and federal laws, as well as the regulations described in the Student Handbook of Texas Tech University. (The Code of Ethics and Student Handbook are available online at www.ttu.edu.)

Tech Teach candidates assigned to schools are guests of the school district and subject to policies and regulations of the school district. If a candidate's conduct is considered to violate the codes and regulations delineated above, such that he/she is asked by an official of the district to leave the school, the candidate must do so at once. At that point, the following process will be initiated.

1. The Department Chair for Teacher Education will review the specific incident, and all pertinent student records, and will make a decision about placement in another student teaching assignment or dismissal from student teaching. A PIP for corrective action will be initiated.
2. If the student is allowed placement in another assignment, this will be the final opportunity for the student. Additional placements will not be permitted.
3. If the individual is dismissed from student teaching, the reasons for dismissal will be described in writing and provided to the student within ten working days of the time the student was asked to leave the school.
4. The student will be given the opportunity to appeal the dismissal. The appeal process is initiated by the candidate, describing in writing his/her view of the situation, with reasons why the dismissal should be reversed. The correspondence is to be received by the Department Chair for Teacher Education no later than 10 working days after the student receives the written notification of dismissal.
5. A panel will consider the appeal. The student may meet with the panel to support the appeal and to answer questions from the panel. The panel consists of three individuals from the following, a-d, although upon challenge by the student, a panel member may be replaced. A student representative must always be on the panel as follows:
 - a. College of Education (COE), Department Chair for Teacher Education
 - b. College of Education (COE) Associate Dean for Undergraduate Studies
 - c. Tech Teach faculty member;
 - d. Tech Teach Site Coordinator
 - e. an undergraduate teacher candidate representative.

The panel may call on other individuals as appropriate. The panel will make a recommendation to the Dean of the College of Education, with the Dean effecting the final disposition of the appeal.

Disposition of an appeal may include the following:

- a. placement in another assignment for the balance of the semester;
- b. placement in another assignment in a future semester; or
- c. affirmation of the dismissal with loss of eligibility for the certification program with an appropriate grade for the experience.

Conditions and/or restrictions may be added to any of the above, a-c, as appropriate.

By my signature, I acknowledge that I have read and agree to abide by the terms and conditions delineated in this document.

Signature

Student Identification #

Date

Print Name