

Withdrawal from Extended Practicum

Over ninety-five percent of those who begin the extended practicum complete it successfully. Nevertheless, teacher candidates may be required to withdraw from the extended practicum if they are:

- experiencing difficulties that are detracting from the learning of students in the classroom,
- demonstrating unprofessional behaviour
- experiencing difficulty of any kind which seriously detracts from an acceptable performance or competency development

Cooperating teachers and the extended practicum facilitator must be thorough in documenting reasons for the withdrawal.

An **Extended Practicum Withdrawal Form** should be completed during a meeting that includes the teacher candidate, cooperating teacher(s), the extended practicum facilitator and (if possible) the principal of the school so that all stakeholders have a voice.

The Extended Practicum Withdrawal Form must be filled out and signed by all parties.

Once the Extended Practicum Withdrawal Form is complete, the teacher candidate should meet with the Field Experience Coordinator immediately to discuss a plan for a subsequent placement in an extended practicum. Teacher candidates who withdraw prior to the withdrawal deadline set by the University (usually mid-November) will be assigned a W. Thereafter, the mark assigned is WF or F, depending on the circumstances. A teacher candidate withdrawing after the deadline under extenuating circumstances may be assigned a W.

Teacher candidates who receive a W, WF, or F will consult with the Field Experience Coordinator and, based on the specified reasons for withdrawal indicated on the Extended Practicum Withdrawal Form, the teacher candidate will be apprised of the conditions attached to re-entry into the extended practicum.

Teacher candidates who receive a W, WF or F during their first extended practicum must submit an application to the **Student Affairs and Academic Standards Committee (SAASC)** requesting a second extended practicum placement.

Prior to submitting the application, the teacher candidate must again meet with the Field Experience Coordinator who will consult to determine if all conditions attached to re-entry have been met.

Teacher candidates who repeatedly withdraw or are withdrawn from the extended practicum can be required by the Student Affairs and Academic Standards Committee to discontinue their studies.

Appeal Procedures

If a teacher candidate is not satisfied with the grade decision, an appeal can be made through the University appeal process. This is covered in the Student Appeals in Academic Matters (November 2000) publication available on the University website. See [**Section III: Substantive Academic Judgment of Nonwritten Course Work**](#). The appeal is initiated with the Assistant Dean, Undergraduate Programs and Research, using Form A from the aforementioned document. A fee is assessed for appeals. It is refunded if the appeal is successful.