The Oakland University Teacher Education Program

 Substitute Form

**Declaration of Agreement with the Conditions and Terms**

**Regarding the Assignment of Interns as Substitute Teachers**

All undersigned parties hereby agree to the terms and conditions set forth by Oakland University in the document “Conditions and Terms for Using Interns as Substitute Teachers.”

School District \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Building \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Teacher Oakland E-mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Circle Program:** Elementary STEP K-12 Modern Language K-12 Art K-12 Music MAT MATEE

Each of the following participants must sign in the appropriate box to initiate subbing.

|  |  |  |
| --- | --- | --- |
| OU Intern | University Supervisor | Cooperating Teacher(s) |
| Signature | Signature | Signature |
| Printed Name | Printed Name | Printed Name |
|  |  | Signature |
|  |  | Printed Name |

The above agreements are recognized and supported by the following district representatives:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Authorized Building Administrator Authorized District/Substitute Administrator

The above agreements and required documentation have been received, and the interns listed above are approved for use as substitute teachers under the terms of this agreement.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Director of School and Field Services Date

***Fax to (248) 370-4920***