

10/22/01

Student name and ID Number (please print) \_\_\_\_\_

### Checklist for Recommendation for Licensure

Each of the items listed below is required for recommendation for licensure. The program reader will verify inclusion and sign in the designated places. Shaded items were required at prior submissions and should remain in the current submission but do not require updating.

Required Item	Instructions	Reader's Initials
2" binder		
Title page	Name, program	
Table of Contents		
All forms from Submission I and II including checklists and score reports	Place all checklists and score reports at the end of the Handbook Forms section.	
Updated Field Placement Record Form	Add Practicum or Internship Placement	
Second Philosophy Statement	See guidelines in handbook	
Any additional program requirements	Check with program coordinator for additional information.	
Artifacts from the practicum or internship representing the four OSU Core Concepts and the fifteen Oklahoma General Competencies.	New artifacts should include at least two lesson plans from your practicum or internship.	
Portfolio Score Report	Same form as used for Sub. I and II. Place in front pocket.	
Artifact List	Add any new artifact titles and mark the competencies they cover. Place in front pocket.	
This checklist	Type name and ID # at top. Sign and date at bottom. Place in front pocket.	

Pre-professional student signature \_\_\_\_\_ Date \_\_\_\_\_

Program reader signature \_\_\_\_\_ Date \_\_\_\_\_

**Note:**

Program Reader: When this list has been completed and signed, submit a copy your program coordinator.

Program Coordinator: Submit a copy of this checklist to the Office of Teacher Certification in 325 Willard Hall.