



# Get the Facts

## Field Experience Requirements

1. Teacher certification programs require a range of field experience hours (100-200 depending on the program). Students must complete all field experience hours as required in program courses.
2. Field experience hours must be completed in a classroom setting and be supervised by a fully-certified teacher (with the exception of experiences in infant/toddler settings for early childhood education majors only).
3. Field Experiences must be completed in at least three (3) different schools. No more than 1/2 of the total hours can be in one school.
4. Students must have documented a minimum of fifteen (15) hours within each grade level/program category for which they will be certified (and as listed on FEDS under Field Experience Program/program category).  
Example—Elementary Education must complete at least 15 hours in the following program categories: K-2, 3-5, and 6-8.
5. Students must complete 10-15 hours of field experience with exceptional children (in self-contained, resource, or inclusion settings) as required by each program.
6. Students must have a minimum of 15 hours of multicultural experiences—in classrooms where at least 20% of the class is of a culture, language, or racial/ethnic group that is different from their own.
7. The majority (51 % or over) of the field experience hours must be in a public setting.

### Remember

In order to complete field experience within the CPS, you must complete a two-step process. Field Experience includes any students completing observations, pre-clinical hours, practicum experiences and any PRE-student teaching experiences in CPS schools. Field experience is NOT the same as student teaching clearance. You will need to Complete online Field Experience Registration Form and submit criminal background check to CPS through Accurate Biometrics. You will also need to complete the fingerprint forms. Please read the directions carefully. We ask that you complete fingerprinting as soon as possible. This is to ensure that ample time is provided for CPS to process, especially in the instances where an ERROR or HIT may occur on a background report. **This must be done before you complete any field experience hours within the CPS. Act accordingly.** Please email [fieldexperience@cps.k12.il.us](mailto:fieldexperience@cps.k12.il.us) with any questions or concerns.

All field experience hours are attached to specific education courses. Field experiences are a part of course requirements; therefore, field hours must be completed during the 11 weeks of the quarter. Assignments, which provide the basis for the field experience, will be provided by the course instructor.

All field experiences must be documented on the Field Experience Documentation System (FEDS). For the purposes of the FEDS system, a reflection is not required. The instructor, however, may require a reflection as part of the course requirement. Signatures are not required for observation approval.

Questions? See the Field Experience Handbook on the COE Web site for a comprehensive explanation of field experience requirements or contact the Office of Field Experience and Student Teaching (SAC481b) at 773-325-7992.

