

Orange Unified School District University Student Enrollment Document



This document must be completed by every University Student before engaging in observations, field work or Student Teaching within the Orange Unified School District. All completed documents must be electronically submitted to Julie Robles (jjrobles@orangeusd.org) at least 1 week prior to your first day of service.

University Student Information

Last Name	First Name	DOB
Email	Cell Phone Number	Emergency Contact
University/College	University Contact	

Placement Information

<input type="checkbox"/> Fall Semester <input type="checkbox"/> Spring Semester <input type="checkbox"/> Both Semesters	Fall Semester Start Date	Fall Semester End Date	Spring Semester Start Date	Spring Semester End Date
I am requesting (Check all that apply for the semesters indicated above) <input type="checkbox"/> Field Work –Teacher Observation Hours ONLY #of hours _____ <input type="checkbox"/> Field Work—As part of Student Teaching <input type="checkbox"/> Student Teaching with Field Work <input type="checkbox"/> Student Teaching ONLY Internship/Practicum <input type="checkbox"/> Administration <input type="checkbox"/> Counseling <input type="checkbox"/> Student Services (Speech, School Psychologist, Physical Therapist, etc.)				
I am requesting . . . <input type="checkbox"/> General Education Elementary <input type="checkbox"/> General Education Secondary (Identify Specific Content Area) <input type="checkbox"/> Special Education Mild Moderate <input type="checkbox"/> Special Education Moderate Severe				
Identify any specific Content/Hours or other university requirements for this assignment _____ _____ _____				
Date Submitted				

The following must be submitted to Julie Robles (jjrobles@orangeusd.org) in the Human Resources Department prior to Field Work or Student Teaching with students in Orange Unified School District.

1. Complete the Mandated Reporter Educators Training (Certificate Needed)
2. Submit a current TB test within the last 4 years
3. Copy of Driver’s License or ID card

For Office Use ONLY ASSIGNMENT INFORMATION

School -	Principal -
Assigned Teacher -	Grade -
HR Personnel Authorization -	Date -