



The Commonwealth of Massachusetts Department of Education

350 Main Street, Malden, Massachusetts 02148-5023 Telephone: (781) 338-3000
Professional Support Personnel Practicum or Practicum Equivalent Form
Professional Support Personnel Licenses: See 603 CMR 7.11

Part I – To be completed by the applicant.

Practicum: _____ Practicum Equivalent: _____

1. Legal Name: (print) _____ 2. SSN: _____
3. Address: _____
4. Sponsoring Organization: _____ Program & Level: _____
5. Practicum/Equivalent Course Number: _____ Credit Hours: _____
Course Title: _____
6. Practicum/Equivalent Site: _____ 7: Grade Levels of Students: _____
8. Total number of practicum hours: _____ Number of hours assumed full responsibility in the role: _____
9. Other Massachusetts licenses held if any: _____
10. Have any components of the approved program been waived (see Regulations 7.03(1)(b)): Yes _____ No _____

Part II – To be completed by the Program Supervisor

Name: (print) _____ Position/Title _____

The Applicant completed a practicum/equivalent designed by the Sponsoring organization as partial preparation for the following license:

Applicant's License Field: _____ Grade Level: _____

Part III – To be completed by the Supervising Practitioner

Name: (print) _____ Position: _____

School System: _____ License: Initial (# yrs. experience): _____ or Professional: _____

Massachusetts License #: _____ Field(s): _____

Part IV – Initial 1, 2, and 3.

1. Initial meeting held at which the Standards and the procedures for evaluation were explained to the Applicant.

Date: _____ Applicant: _____ Program Supervisor: _____ Supervising Practitioner: _____

2. Meeting held midway through the practicum at which the Applicant's progress toward the Standards was discussed.

Date: _____ Applicant: _____ Program Supervisor: _____ Supervising Practitioner: _____

3. Final meeting held to complete evaluation and to allow Applicant an opportunity to raise questions and make comments.

Date: _____ Applicant: _____ Program Supervisor: _____ Supervising Practitioner: _____

Part V

Candidate has successfully completed the Preservice Performance Assessment (Sections: 7.03(2)(a)(4) & 7.11) Yes: _____ No: _____

Program Supervisor (sign): _____ Date: _____

Supervising Practitioner (sign): _____ Date: _____

Mediator (if necessary: see 7.04(4))(sign): _____ Date: _____

