

University of Kentucky
Rehabilitation Sciences Doctoral Program
RHB 787 –Teaching Apprenticeship in Rehabilitation Sciences

Contract for Teaching Apprenticeship

APPROVAL FORM

Student Name: _____

Student Number: _____

Semester: _____

of Credit Hours: _____

Course(s): _____

Description of RHB 787

A study of instructional methods in higher education including, but not limited to development of course syllabi, teaching objectives, developing and grading assignments, class presentations, lab assisting, examinations, etc. The emphasis is on classroom dynamics and innovative techniques for instruction. The apprenticeship should be developed in collaboration with the apprenticeship supervisor, approved by the primary faculty advisor, and based on the nature of the content, prior experience, and specific goals of each student. For example, individual needs may include an emphasis on development and execution of online content, flipped classroom pedagogy, development of test questions, etc. Course Prerequisite: Admission to the Rehabilitation Sciences Ph.D. Program or by consent of the instructor.

Students will be mentored by the apprenticeship supervisor and are required to update the primary faculty advisor at least twice per apprenticeship.

Overall Course Objective

Student will gain experience in instructional methods in higher education.

Specific Measurable Objectives include:

For each objective, describe in detail how the student will meet the objectives including: specific tasks to be achieved with time lines, and method of evaluation.

Signatures:

Student: _____ Date

Primary Advisor (Chair/co-chair): _____ Date

Teaching Apprenticeship Supervisor: _____ Date

Director of Graduate Studies: _____ Date

After approval, copies of the APPROVAL FORM and PROPOSAL are to be distributed to:

1. Student
2. Student's File – kept with the DGS
3. Faculty Supervisor
4. Faculty Advisor

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(Credit Hours 1-4)

Student Responsibilities:

1. Student discusses interest in RHB 787 with Primary Faculty Advisor.
2. Student and Faculty Advisor seek appropriate course in which to have a mentored teaching experience.
3. Student creates the contract (see above) with the apprenticeship supervisor for the Teaching Apprenticeship. The Rehabilitation Science Director of Graduate Study (DGS) and the student's Primary Faculty Advisor must approve of the contract.
4. Student registers for RHB 787¹ – Teaching Apprenticeship following approval. The following credit hour formula should be used: per 1 credit hour registered, the student is expected to spend approximately 30 hours on the apprenticeship activities.
5. Contract must be approved before the start of the semester in which the apprenticeship will be completed. Regardless of registered credit hours, all apprenticeship activities must be completed before the end of the grading period.
6. Student submits APPROVAL FORM and PROPOSAL to the Director of Graduate Studies and the student's Faculty Advisor.
7. At the end of the semester, the student is responsible for providing the DGS with the graded Teaching Apprenticeship Contract. The contract needs to be signed by the apprenticeship supervisor; grades and the graded contract need to be submitted to the DGS by e-mail.

Primary Advisor Responsibilities:

8. Advisor discusses appropriateness of course in relationship to student's personal goals and program of study.
9. Advisor gives the student the appropriate forms and discusses procedures.
10. Advisor approves PROPOSAL.

Apprenticeship Supervisor Responsibilities:

11. Faculty Supervisor works with student to finalize the APPROVAL FORM and PROPOSAL, including grading system, and credit hours awarded.
12. Faculty Supervisor directs the student's learning experiences and grades the student's performance. Grading will be performed with a letter grade.

¹ Student should register for the course during the semester in which ALL requirements will be completed to avoid an 'incomplete'

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End of Semester Assessment

Evaluation of Performance:

Please evaluate the student's performance of meeting the course objectives specified in the contract:

	Excellent	Acceptable	Problematic		
	5	4	3	2	1
Objective					

Comments from Mentor (Attach a separate sheet if needed)

Signature Teaching Apprenticeship Mentor: _____

Final Grade: _____

Submitted to DGS office Date: _____