

# SPECIAL REQUEST FORM

Placement guidelines for requests:

- All student teacher candidates must meet with their Advisor to submit a special request application.
- All supporting documentation must be submitted with the special request.

Please note:

- Notification of decision will be emailed to your NAU EMAIL account

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NAME: \_\_\_\_\_ ID#: \_\_\_\_\_  
PHONE# \_\_\_\_\_ EMAIL: \_\_\_\_\_ @NAU.EDU

Student Teaching Term and Year:

MAJOR(S):  
 Early Childhood       Elementary Education       Special Education       Secondary Education

Check the appropriate special request and provide details to support your request in the appropriate section. Special Requests submitted without supporting details will not be considered. You may use an additional page if needed for rationale.

### Relative in District

If you have any relatives in the district where you are requesting a student teaching placement, provide the following information:

- Name(s) of your relative(s)
- Relationship(s)
- Name of District
- Name of School(s) where your relative(s) attend or work
- Grade(s)/position(s) of your relative(s)

Note: The committee will abide by the district policies regarding the appropriate placements for family members.

### Relative in School

If you have any relatives in the school where you are requesting a student teaching placement, provide the following information:

- Provide a rationale for consideration why this is the only placement available for you
  
- Name(s) of your relative(s)
- Relationship(s)
- Name of School(s) where your relative(s) attend or work
- Grade(s)/position(s) of your relative(s)
- Letter of Support\*

\*Note: If there is no district or school policy in place, an email letter from the school's lead administrator on school letterhead