

Program Name:

Semester:



## TEACHER CANDIDATE RELEASE FORM

*Scan and submit in Via in advance of final submission.*

### Section I: Confidentiality and Non-Disclosure Agreement

Through work as an Intern in schools, teacher candidates will have access to private or confidential information about students, employees, and families in a variety of forms. In accord with FERPA regulations such information should be treated as private and therefore should not be shared in the creation of assignments nor released except as approved by authorized school personnel. In cases where student work samples are used in the completion of assignments student names and school information should be removed and all references to students in narratives should either be done so using terms such as "Student A" or first names only. When videos are made in the classroom the teacher candidate should work to use only first names when addressing students. Finally, teacher candidates should be aware of individuals who have not given permission for being included in video recordings and watch carefully for any inadvertent inclusions so that faces can be blurred.

By signing below I am agreeing to the following statements:

1. I understand my access to student information is on a need to know basis and may be limited by policies in the school and district.
2. I agree that student, family, and employee information is confidential. I will not share this information nor discuss this information with any unauthorized individuals. When I am not sure about whether I should share information, I will ask school officials first.
3. I understand that confidential information should never be discussed in public areas even if I am talking with an authorized individual.
4. I understand it is my responsibility to seek and secure permission for videotaping students in the classroom. When permission is not given for a student, I will place the camera in a location to avoid the capture of students without signed permission forms.
5. I understand that sharing private data or unauthorized images of students, families, or employees is a serious breach of professional standards and will result in disciplinary action commensurate with the breach in privacy.

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Printed Name of Teacher Candidate

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Signature of Teacher Candidate

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Date

### Section II: edTPA Acknowledgements

**My signature below indicates that I fully acknowledge and understand the following:**

1. edTPA materials such as the Handbook, rubrics, and commentaries are copyrighted and should not be shared by me with individuals other than my supervisor, seminar instructor, classmates in seminar (only as directed by seminar instructor), and/or mentor teacher.
2. I will not share, in any form, my edTPA project with individuals outside my supervisor, seminar instructor, classmates in seminar (only as instructed by seminar instructor), and/or mentor teacher. This includes, but is not limited to, posting responses to prompts on social media, including all or part of the assessment in portfolios, and sharing my work with other interns except when expressly directed to do so by the seminar instructor.
3. I have primary responsibility for teaching the students during the learning segment profiled in this assessment.
4. The video clip(s) submitted show me teaching the same students profiled in all evidence submitted.

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5. Each student shown in the video has submitted his/her permission form prior to being videotaped. In cases where a student inadvertently appears without permission I have used appropriate technology to blur his/her identity.
6. The work included in the documentation is that of my students, completed during the learning segment documented in this assessment.
7. I am sole author of the commentaries and other written responses in this assessment.
8. Appropriate citations have been made for all materials in the assessment whose sources are from published text, the Internet, or other educators.
9. My students' work is confidential and will not be shared with anyone other than those directly connected to my internship or edTPA assignment (e.g. cooperating teacher, clinical faculty member, and program faculty).

*Failure to comply with this statement of acknowledgement can result in removal from Internship II and can result in receiving an unsatisfactory grade for the course.*

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Printed Name of Teacher Candidate

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Signature of Teacher Candidate

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Date

### Section III: Waiver to Use edTPA Portfolio

I understand that once submitted my edTPA is the property of Winthrop University and may be used in a variety of ways for program improvement, instruction within and across programs, trainings for faculty and mentor teachers, and preparation for future teacher candidates. The assignment and participation in all aspects of the assignment are a requirement for successful completion of my teacher education program. However, I have the right, with no penalty, to limit the ways in which my assignment can be used. Please review the following statements to indicate the level of use I will allow for my portfolio.

**Please sign the line adjacent to the one statement that represents your authorization of use.**

I understand that my materials will be available to authorized scorers (both for my course grade as well as internal scorers checking for inter-rater reliability of a random sample of all portfolios). I understand that access for the individuals scoring my portfolio is a requirement of the program.

In addition, I **DO** authorize the use of my materials for training purposes at Winthrop. This could include training sessions for faculty and mentor teachers as well as an example that provides opportunities for other teacher candidates to prepare for the edTPA process. I understand that every effort will be made to remove identifying information such as the semester completed and my name, but I may be recognized by others as a result of the video clips.

I understand that my materials will be available to authorized scorers (both for my course grade as well as internal scorers checking for inter-rater reliability of a random sample of all portfolios). I understand that access for the individuals scoring my portfolio is a requirement of the program, but I **DO NOT** authorize use of my materials beyond the scoring aspects described above.