



ROCKY RIVER CITY SCHOOL DISTRICT
Placement Request Form

A complete placement request packet must accompany all requests for observation, field experience and student teaching placement in the Rocky River City School District. A complete packet includes the following:

- A completed Placement Request Form
- A letter from the course instructor on college/university letterhead that details the course and its requirements
- A copy of the student's resume*
- A copy of the student's philosophy of teaching*
- A copy of the student's FBI/BCI background check information*
*(*needed for student teaching placement requests only)*

Please send completed placement packets to: mail: Office of the Assistant Superintendent
Rocky River City School District
1101 Morewood Parkway
Rocky River, OH 44116

fax: 440-356-6014
attn: Kim Reddy

email: reddy.kim@rrcs.org
subject: Placement Request

PERSONAL INFORMATION

Student name: _____

Home address: _____

Address while at college/university: _____

Cell phone #: _____

Email: _____

High school attended: _____

Anticipated teaching licensure in: Grade level: _____

Subject(s): _____

Endorsement(s), if any: _____

Over→

REQUESTING COLLEGE/UNIVERSITY INFORMATION

Requesting college/university: _____

Is your current study Undergraduate Graduate

Undergraduate major: _____

Undergraduate minor: _____

Undergraduate degree: _____

Graduate degree: _____

PLACEMENT INFORMATION

Course name and number for which placement is needed: _____

Course instructor: _____

Placement requested for:
(check one)

- Observation only (student will not plan/execute lessons)
- Field experience (mostly observation, but student will plan and execute some lessons)
- Student teaching (student will be responsible for planning and executing student lessons over a multi-week placement)

Dates of placement: From: _____ To: _____

Grade level(s) requested: _____

Subject(s) requested: _____

Other comments you would like to share when we consider this placement request: