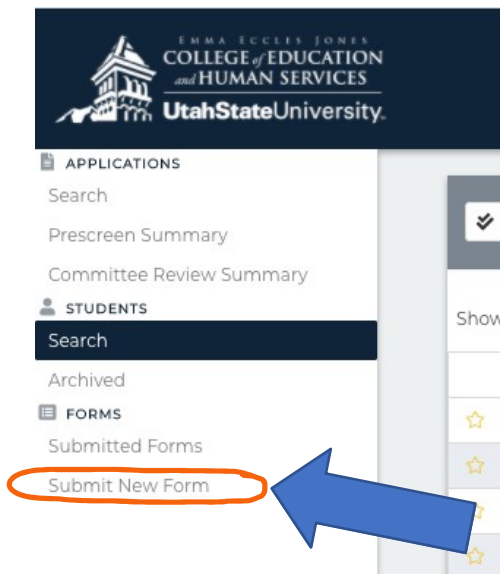


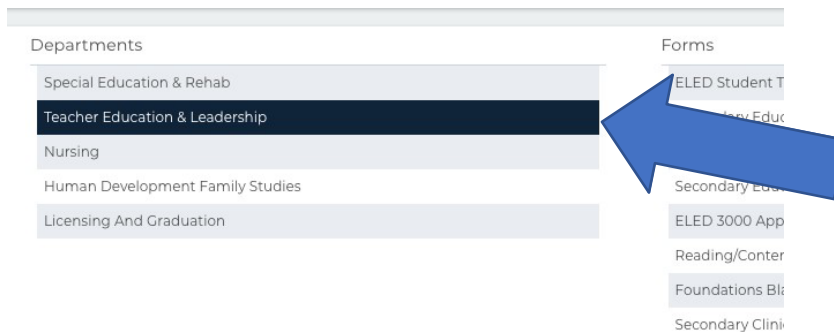
How to Apply for a Secondary Education Clinical Placement

All students requiring a clinical placement must use the eGrad application to submit a placement request. **Applications for Spring 2024 must be completed before January 12, 2024. Late applications will not be accommodated.**

1. Log in to <https://egrad.ed.usu.edu/>
2. On the left side of the screen, choose Submit New Form.



3. Click on Teacher Education and Leadership and a selection of forms will appear on the right side of the screen.



4. Choose Secondary Clinical Placement Application and select a term from the dropdown menu, then Start Form.

The screenshot shows a web application interface with two main columns: 'Departments' and 'Forms'. In the 'Departments' column, 'Teacher Education & Leadership' is highlighted with an orange oval and a blue arrow pointing to it. In the 'Forms' column, 'Secondary Clinical Placement Application' is highlighted with an orange oval and a blue arrow pointing to it. Below these columns, there are two dropdown menus: 'SCED Clinical Placement' and 'Term'. A 'Start Form' button is located below the 'Term' dropdown, circled in orange with a blue arrow pointing to it.

5. Provide necessary information on the application.

The screenshot shows the 'Secondary Clinical Placement Application' form. The form title is 'Secondary Clinical Placement Application'. The form contains several required fields, each with an asterisk and a question:

- * Provide the date of background check:
- * In which clinical course and section are you currently registered?
- * Who is your clinical instructor?
- * Requested class content area:
- Requested school, if any:
- Requested teacher, if any:
- Provide the days and times you will be available to complete clinical hours:
- Are there any special circumstances we should be aware of when making your placement?

When placement requests have been finalized, you will receive information from your instructor with the name of your mentor teacher and his/her email address. Please email them as soon as possible to arrange classroom visits.