

UNIVERSITY OF CALIFORNIA, RIVERSIDE

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SANTA BARBARA • SANTA CRUZ

October 3, 2007

Dr. Anne Jones, Director
Teacher Education Services
Graduate School of Education
Riverside, CA 92521-0128
Tel: (951) 827-5225, Fax: (951) 827-3291
Anne.Jones@ucr.edu

Dear District Cooperating Teacher,

Thank you for your willingness to work with an undergraduate student enrolled in UCR's Education 100B, *A Tutorial in Education*. This course assists undergraduate students gain early experiences and insights related to regular education classes and students in public schools.

Each EDUC 100B student is expected to complete 30 hours of observation/participation in the classroom during this quarter. You will be asked to sign a log of the student's activities and time spent in your classroom at the time of each visit. Grades in Education 100B are based upon university course work, daily reflection logs, and an accurate time log signed and verified by the supervising teacher.

In this and other tutorials, we stress the necessity for punctuality, dependability, appropriate dress and demeanor when dealing with public school students. We would appreciate your feedback and will utilize it to improve our program and, when necessary, to counsel our students.

Should you have any questions or concerns, please contact me at (951) 827-5225. I will return your call as soon as possible.

The preparation of quality teachers is a responsibility which can only be met through the collaboration of public schools and universities. The participation of experienced teachers provides our candidates with leadership in this early decision to become teachers, and we truly appreciate your invaluable support of our program.

Sincerely,

A handwritten signature in cursive script that reads "Anne Jones".

Anne Jones