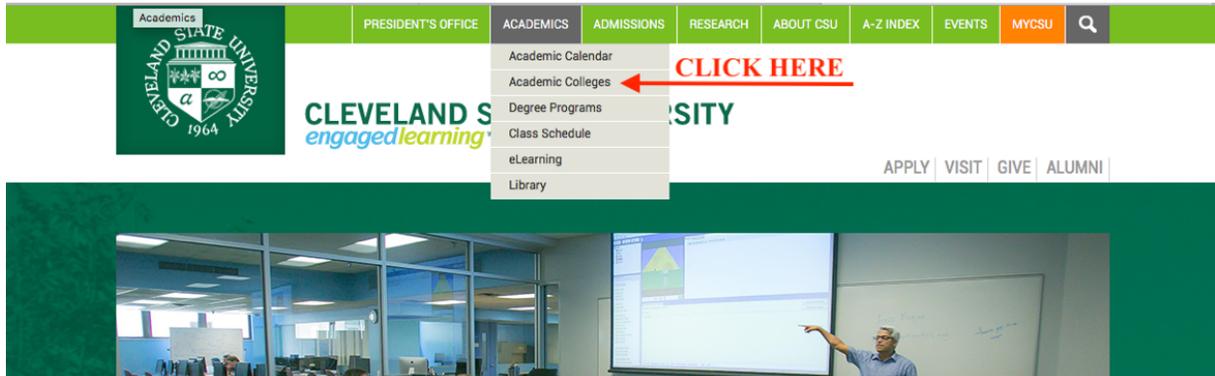
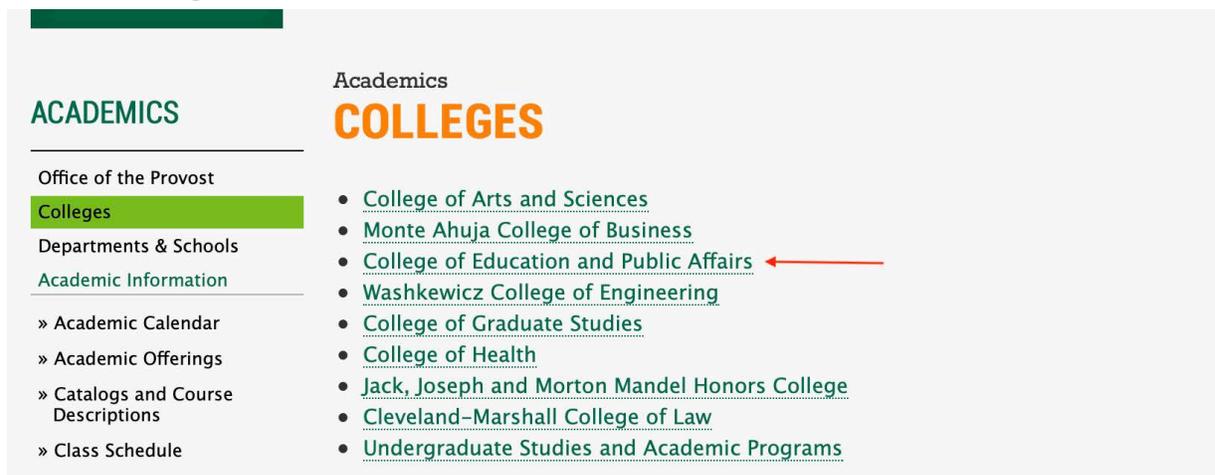




1. Log onto csuohio.edu
2. At the top of the screen, scroll over “Academics” and click “Academic Colleges”



3. Select “College of Education and Public Affairs”



4. On the left, click on the Office of Field Services (OFS)



5. On the left, click “Application Process”

Education and Public Affairs > Office of Field Services (OFS)

**OFFICE OF FIELD SERVICES (OFS)**

View Edit Features Group Revisions

**OFFICE OF FIELD SERVICES**  
**APPLICATION IS OPEN**  
 DEADLINE: SEPTEMBER 15, 2022

**STUDENTS MUST APPLY IF YOU ARE:**

- Enrolled in FALL 2022 Methods / Rotations / Step / CI
- Enrolled in SPRING 2023 Internships / Practicum / Apprenticeships / Student Teaching

Questions: email ofsassistant@csuohio.edu

[Click to APPLY](#)

**WELCOME TO THE OFFICE OF FIELD SERVICES**

College of Education and Public Affairs

- » Schools and Departments
- » Academic Programs
- » Advising and Student Services
- » Faculty and Research
- » College Calendar
- » Site Map
- Office of Field Services**
- » OFS Staff
- » COVID 22-23 Policies
- » All Field Experiences – Information / Requirements
- » Application Process**
- » Background Checks & Fingerprinting
- » Calendar
- » Career Resources
- » Coaching Tools

6. In the table, go to “Action 1”. Select the “CLICK HERE” link and watch the YouTube Information Session video.

College of Education and Human Services > Office of Field Services (OFS)

**OFFICE OF FIELD SERVICES (OFS) - ONLINE APPLICATIONS**

**APPLICATIONS are CLOSED**

[Click for Late Application Instructions](#)

**LATE FEE APPLIES**

**APPLYING FOR FIELD EXPERIENCE:**

EXPERIENCE	HOW OFTEN DO I APPLY	ACTION 1	ACTION 2
Early Field Experiences (Rotations, Methods, and Steps)	At the beginning of every semester  Fall experience: between Aug 1 – Sept 15  Spring experience: between Dec 1 – Feb 15	View Information Session before applying: <b>CLICK HERE</b>	Click below for <b>APPLICATION</b>

College of Education and Human Services > OFFICE OF FIELD SERVICES (OFS)

- All Field Experiences – Information / Requirements
- Application Process**
- » Late Application Instructions
- Career Day
- Coaching Tools
- FBI / BCI – Criminal Background Checking & Fingerprinting
- Fellowship Program
- Forms / Handbook
- Mentors
- Students
- Supervisors/Faculty
- TaskStream & edTPA Support
- Who We Are
- Mailing Address  
Cleveland State University  
College of Education and Human Services  
Julka Hall 187  
2121 Euclid Avenue  
Cleveland, OH 44115

7. In the table, go to “Action 2”. Click “APPLICATION” to begin the online application.

Human Services >  
**OFFICE OF FIELD SERVICES (OFS) - ONLINE APPLICATIONS**

**APPLICATIONS are CLOSED**

[Click for Late Application Instructions](#)

**LATE FEE APPLIES**

**APPLYING FOR FIELD EXPERIENCE:**

EXPERIENCE	HOW OFTEN DO I APPLY	ACTION 1	ACTION 2
Early Field Experiences (Rotations, Methods, and Steps)	At the beginning of every semester		
	Fall experience: between Aug 1 – Sept 15 Spring experience: between Dec 1 – Feb 15	View Information Session before applying: <a href="#">CLICK HERE</a>	Click below for <a href="#">APPLICATION</a>
Final Year Field Experiences (Internships, Apprenticeships, Practicum, Student Teaching)	The semester before your final year		
	Fall experience: between Dec 1 – Feb 15 Spring experience: between Aug 1 – Sept 15	View Information Session before applying: <a href="#">CLICK HERE</a>	Click below for <a href="#">APPLICATION</a>

*Note: A red circle highlights the 'APPLICATION' link in the Action 2 column of the first row, with an arrow pointing to it from the text 'CLICK HERE' in the Action 1 column of the same row.*

**Left Sidebar:**  
 All Field Experiences – Information / Requirements  
**Application Process**  
 » Late Application Instructions  
 Career Day  
 Coaching Tools  
 FBI / BCI – Criminal Background Checking & Fingerprinting  
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 Who We Are  
 Mailing Address  
 Cleveland State University  
 College of Education and Human Services  
 Julka Hall 187  
 2121 Euclid Avenue  
 Cleveland, OH 44115  
 Contact Us  
 2485 Euclid Avenue  
 Julka Hall 187  
 Cleveland, Ohio 44115  
 Phone: 216-687-4616  
 Fax: 216-687-4636  
 ofsassistant@csuohio.edu  
 Office Hours  
 9:00am to 4:00pm Monday through Friday

8. Login with your CSU ID and Password



## Office of Field Services

**"Teacher as a Responsive, Reflective Professional: A Partner in Learning"**



If you have any questions regarding the application process, please contact us at

Office of Field Services  
 Julka Hall 187  
 216-687-4616  
[ofsassistant@csuohio.edu](mailto:ofsassistant@csuohio.edu)

**Online Practicum / Student Teaching / Methods Application**

The Student Teaching/Practicum and Request for Field Experience applications are completed via web including the following forms that are part of the application packet.

- Practicum/Student Teaching/Internship/Apprentice Teaching Application
- Request for Field Experience/Methods Application

The online forms are convenient and easy to use. Once you verify the Contact Information, you can complete the other forms in any order and at your convenience. Keep in mind all of the forms must be completed by the application due date.

If the contact information is incorrect, please logon to CampusNet to update the information.

CSUID / User ID:

Password:

← ENTER CSU ID AND PASSWORD

9. On the first page, click the application for your current field experience and then hit "Select".  
NOTE: If you are in Rotation 3, CI or going into your Final Year Internship in the following semester, you will need to apply twice.

**Office of Field Services**  
**Field Experience Application for Teacher Education**

The Field Experience application for Teacher Education is available during the following periods:

- Final Year Intern Completing a Fall Experience: December 1 through February 15
- Final Year Intern Completing a Spring Experience: August 1 through September 15
- Early Field Experience Completing a Spring Experience: December 1 through February 15
- Early Field Experience Completing a Fall Experience: August 1 through September 15

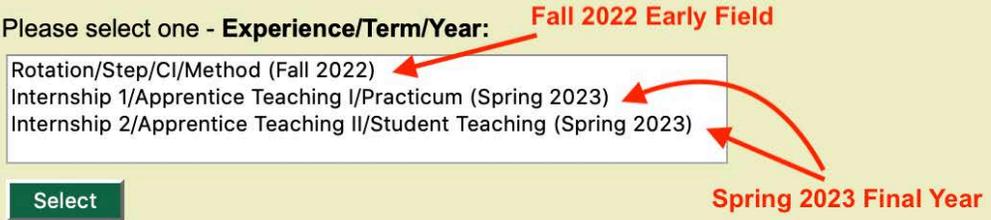
After you complete the application, please visit the Office of Field Services [website](#) to review academic and non-academic prerequisite requirements. The Office of Field Services will not proceed with a placement for students who do not complete requirements.

Please select one - **Experience/Term/Year:**

Rotation/Step/CI/Method (Fall 2022)

Internship 1/Apprentice Teaching I/Practicum (Spring 2023)

Internship 2/Apprentice Teaching II/Student Teaching (Spring 2023)



10. In Step 1, check to make sure all of your information is current and up to date. If it is not, go to

CampusNet to make any changes. Once you are finished making changes, login to the application again and continue to Step 2.

11. In Step 2, please go through and fill out all of the required fields. NOTE: There are additional questions for the Final Year Internship application. It is recommended that you save your answers in a Word document in case there is a glitch in the system.

[Questions ? Email : \[ofsassistant@csuohio.edu\]\(mailto:ofsassistant@csuohio.edu\)](#)

**\* Required field**

Please select one licensure program and grade level or subject: \*

Are you an international student?  Yes  No

Course #: Indicate course(s) and instructor(s) in which you are currently enrolled\*

Course #  Instructor's Name

Please indicate location of residence: \*

Do you reside on campus? \*  Yes  No

Means of Transportation \*  Other Transportation

Do you need a placement close to campus? \*  Yes  No

Status

Academic Status \*

High School Attended \*  High School Grad Year \*

High School City \*  State \*

Previous College/Univ Attended  Highest Degree Earned

Age \*  Gender \*  F  M

12. Once you finish the application before you click SUBMIT, it is recommended you select “print” and save that sheet for your records. Click SUBMIT after printing.

### Tips and Tricks!

- Avoid using Safari
- Make sure you are on a secure network
- Application is tied to CampusNet and will not open when CampusNet is down
- Application will not open if you are using a VPN