

# Frequently Asked Questions Office of Field Experience

## **Level 3: Culminating Experiences (Student Teaching)**

<b>What is the difference between the FCSR and FBI background check?</b>	The MO and FBI background check is a more comprehensive screening and is required for mid-level experiences in the field.
<b>Do I need both the FCSR and FBI background check?</b>	The FBI background check includes information that would appear on the FCSR; therefore, students in Mid-Level Experiences are only required to provide the MO and FBI background check.

1. Go to SLU Office of Clinical Education Compliance

**How do I get a MO and FBI background check?**

## 2. Tuberculosis (TB) Test

<b>What is a TB test?</b>	Tuberculosis screening is required for all students prior to completing the fieldwork. Each year Education students must provide a copy of their report to Dr. Joy Voss or upload to their <i>SOE Office of Field Experience</i> folder. For additional information about TB visit the <a href="#">CDC website</a> .
<b>How do I get a copy of a TB report?</b>	If you think you had a TB screening completed within <b>one calendar year</b> , talk to your doctor for a copy of the report.  If you do not have a current copy of your TB report, then you will need to visit SLU Student Health Center: Marchetti Towers East 3518 Laclede Ave. St. Louis, MO 63103 Phone: 314-977-2323 Fax: 314-977-7165  Students can drop-in for an appointment Monday – Wednesday or Friday from 9 - 4pm.  <b>**No Test on Thursday because they are unable to read the result over the weekend.</b>  For more information visit: <a href="http://www.slu.edu/life-at-slu/student-health/index.php">http://www.slu.edu/life-at-slu/student-health/index.php</a>
<b>Important Information</b>	The report must include the date, a clear result of “negative,” as well as the name of the clinic with an official stamp or signature. Test results more than 12 months old will not be accepted.  <b>We suggest updating your TB at the beginning of the Fall semester of each year, so it is valid the entire Academic School year!</b>

## 3. Protecting God’s Children

<b>What is this workshop?</b>	This is a one-time workshop required by the SLU School of Education for all students, and lasts for 5 years. The workshop is required for all volunteers in Catholic Schools. A particular diocese may require additional training. You will be notified if this is necessary for your fieldwork. More information about the training can be found at <a href="http://archstl.org/sep">http://archstl.org/sep</a>  Workshops are available every semester through the School of Education. You may also visit the <a href="#">St. Louis Archdiocese</a> to find workshops.
-------------------------------	--

<p><b>How do I get a certificate of completion?</b></p>	<p>All completed workshops at SLU or outside of SLU will result in a certificate. The facilitator will give you instructions on how to register on the Virtus online system, and how to check and find your certificate when it is ready. Please upload a copy of this certificate to your <i>SOE Office of Field Experience</i> folder.</p>
<p><b>Wait, I already did this. But I don't have a certificate?</b></p>	<p>Certificates may take one to three weeks to be visible on the Virtus online system. If your certificate is not showing, there is a number to call and an email on the instruction sheet you are given from the workshop facilitator.</p>

## Substitute Teaching Certificate

### I want to apply for a Substitute Teaching Certificate. What do I need to do?

1. Must have 60 college credit hours to apply.
2. Create an online profile

SLU students can complete their background check on campus. Follow the steps below.

1. Go to SLU Office of Clinical Education Compliance <https://www.slu.edu/registrar/services/background->