Team Three Interns

Your internship experience is beginning! We hope this year will be a productive and successful one for you.

This Handbook includes documents intended to provide an overview of the Teacher Certification program at Michigan State University. Also included is information on the Program Standards and the policies and procedures that guide the work of the internship year.

We encourage you to keep your Handbook in a convenient location, as you will need to refer to this information frequently during your internship year. Read the documents in this Handbook thoroughly and carefully; you are responsible for knowing the information and adding updates as they are given to you. We also encourage you to take full advantage of the many teaching-learning occasions that the program offers—in the courses, school classrooms, and community.

We are looking forward to having a great year together. If you have any questions or concerns, don’t hesitate to contact a Team 3 Coordinator or Faculty Leader either by phone or e-mail. Their numbers and addresses are listed below.

On-Campus Program

**Team Leaders**
- Sandy Wilcox 343A EH 355-1741 swilcox@msu.edu
- Sandra Crespo 116P EH 353-3035 crespo@msu.edu

**Coordinator**
- Kathy Moon 353 EH 432-3671 kmoon@msu.edu

**Assistant Coordinator**
- Nancy Rudd 346 EH 432-9620 nrudd16@msu.edu

**Team Secretary**
- Scherrie Kilgore 347 EH 355-1741 kilgore@msu.edu

**Team 3 Advisor**
- Amanda Idema 134 EH 353-9684 grayama1@msu.edu

The Team 3 on-campus offices are located on the third floor of Erickson Hall in bay 347.

**SE Michigan Area Internship Program**

**Coordinator**
- Judy Thompson ** ** thomps38@msu.edu

**MSU Birmingham Center**
- 2436 W. Lincoln
- Suite F101
- Birmingham, MI 48009

(248) 723-9354