

OFFICE OF THE PRINCIPAL

30th December 2022**To the Head Teacher/ Principal of**

Dear Sir/Madam/Reverend,

Re: Request to host UR-CE student teachers

In order to professionalize teacher education at the College of Education, student teachers are required to undertake school attachment as a school-based learning experience that enables student teachers to put theories acquired into practice, acquire sufficient practical experience, and familiarize them with school real life experiences prior to their entry into the teaching profession. To this end, school attachment for CE student teachers is scheduled to **start on 30/12/2022 and will be completed on 25/03/2023.**

In view of the above and considering that the College of Education has the biggest number (3480) of student teachers to go on school attachment, I am writing to **request for your support to accept to receive CE student teachers** during the above specified period. Kindly note that during their stay at your school, student-teachers will not only plan, deliver and assess lessons in their areas of specialization but also they will be engaged in other school and classroom activities including extra-curricular activities.

Upon your acceptance to receive them, student-teachers will present to you the arrival form which you will sign to confirm that they have arrived on time as well as the **school attachment guidelines that provide details about school attachment including learning outcomes, responsibilities and code of conduct.** You will also appoint a qualified school attachment mentor to support them.

The College of Education would like to thank you for having accepted to receive student-teachers and to provide professional support and mentorship to our student-teachers during this period of school attachment.

Thank you once again for your usual contribution and collaboration in the effort to professionalize teacher education in Rwanda.

Dr. Florian NSANGANWIMANA
Acting Principal

CC. Electronically

- Dean, School of Education
- Dean, School of Inclusive and Special Needs Education
- College Registrar
- Director, Teaching and Learning Enhancement