



# MTE Change Of Placement Form

If any changes are made to any of your placements after the MTE Placement Verification Form has been submitted, please fill out the *Change of Placement Form*. This form is to be completed and signed by the MTE student, her or his Cooperating Teachers, and University Supervisor. **All future payments and university credit vouchers will reflect the information provided on this sheet.** If you have questions regarding this placement, please contact Sandy Woodward, Placement Coordinator, by e-mail at [swoodwar@eou.edu](mailto:swoodwar@eou.edu) or phone (541) 962-3338. If you have questions regarding this form, please contact Mary Brown, Database Coordinator, by e-mail at [mbrown2@eou.edu](mailto:mbrown2@eou.edu) or phone (541) 962-3673.

Student \_\_\_\_\_

University Supervisor \_\_\_\_\_

Date Placement Changed \_\_\_\_\_

Reason Placement Changed \_\_\_\_\_

Placement Type *(circle one)*                      "A" Placement                      "B" Placement

**Original Placement**

Cooperating Teacher(s) \_\_\_\_\_

Grade Level \_\_\_\_\_

School \_\_\_\_\_

School District \_\_\_\_\_

Principal \_\_\_\_\_

**New Placement**

Cooperating Teacher(s) \_\_\_\_\_

Grade Level \_\_\_\_\_

School \_\_\_\_\_

School District \_\_\_\_\_

Principal \_\_\_\_\_

By signing below, you acknowledge the above information is accurate.

MTE Student \_\_\_\_\_ Date \_\_\_\_\_

Original Cooperating Teacher(s) \_\_\_\_\_ Date \_\_\_\_\_

New Cooperating Teacher(s) \_\_\_\_\_ Date \_\_\_\_\_

University Supervisor \_\_\_\_\_ Date \_\_\_\_\_

**Return Completed Form To:**

**Eastern Oregon University  
College of Education  
Attn: Mary Brown  
One University Boulevard  
La Grande, OR 97850**

**Fax: (541) 962-3701**