

**SJSU Multiple Subject Credential Program
Pre-Professional Experience Verification Form**

Name: _____ Semester Applying for: _____

Documentation of Field Experience

A total of 45 hours is highly recommended for admission. You may use one or more of the options below to meet the 45-hour requirement. Please indicate the appropriate option(s) by circling the option number(s). Be sure to attach the required documentation verifying the completion of hours. This form must be signed and submitted with your application.

Option 1	Option 2	Option 3	Option 4	Option 5
Completion of 45-hours paid experience as a teacher's aide or teacher assistant in an elementary classroom. Minimum of 30-hours must be spent in direct or indirect contact with students. The classroom teacher, site administrator, or district administrator may verify this experience.	Completion of 45-hours as a classroom teacher in an elementary public school as a substitute teacher with a substitute permit, as verified by a district or site administrator.	Completion of 45-hours working as a volunteer . Minimum of 30-hours must be spent in a regular elementary education classroom with a credentialed teacher. The remaining 15-hours may be spent in an elementary level special education or special services classroom (e.g. SDC, ELL, or literacy-focused). The classroom teacher or site administrator may verify this experience.	Successful completion of any preparation for teaching course or courses which have field experience with elementary students. Please note course number(s) and titles(s) as they appear on your transcripts.	Alternative experience working with children such as working or volunteering in a private school, teaching at a preschool, tutoring, pod tutor, teaching in an after-school program, outdoor education instructor, etc... Verification may be from a site administrator or equivalent.

Option(s) you are using to fulfill the Pre-Professional Hours: _____

Options 1, 2, 3:

School Service must have been at the K-8 level and in a public elementary school setting to be considered as pre-professional experience. The number of hours must be signed off by the supervisor/classroom teacher.

School: _____ District: _____

Position: _____ Grade level: _____

Dates of Service: _____

Administrator/Classroom Teacher Verification:

I (name) _____ certify that the above-name applicant served _____ hours in an instructional capacity (substitute, aide, volunteer, tutor, etc.) as stated above.

Signature: _____

Printed Name: _____

Position: _____

Email: _____ Phone: _____ Date: _____

*Note: you may submit district-generated time-sheets in lieu of a signature. Timesheets must delineate the time spent in the specific job classification and be signed by the supervising administrator. Please attach time-sheets

Option 4:

Coursework. This option requires fieldwork experience in a K-8 setting as part of our undergraduate coursework as an approved preparation for teaching.

Course (title & number): _____ Semester: _____ College: _____

*Note: Attach the syllabus reflecting the content of each course, including fieldwork requirements.

Option 5:

Alternate Service must have been at the preK-8 level and in a school or alternate setting to be considered as pre-professional experience. The number of hours must be signed off by the supervisor/administrator.

School/Organization/Setting: _____

Position: _____ Grade level/ages: _____

Dates of Service: _____

Brief Description of work with children:

Administrator/Supervisor Verification:

I (name) _____ certify that the above-name applicant served _____ hours in working with children, as stated above.

Signature: _____

Printed Name: _____

Position: _____

Email: _____ Phone: _____ Date: _____

*Note: you may submit official time-sheets in lieu of a signature. Timesheets must delineate the time spent in the specific job classification and be signed by the supervising administrator. Please attach time-sheets