Verification of Paid Teaching Experience for Initial Certification

This candidate for certification has not completed supervised fieldwork as part of an approved pre-service educational program of teacher preparation.
To consider paid experience, the Office of Teaching Initiatives requires completion of this form by the superintendent/chief school officer(s) to validate:

- Forty days of full time, paid experience in the subject area and grade level range of the certificate sought.
- Eighty days of at least half-time paid experience in the subject area and grade level range of the certificate sought will be considered.
- One Year full time experience in accordance with Commissioners Regulations is required for the following titles
  - Speech and language disabilities
  - Literacy (Remedial Reading only) B-6 or 5-12
  - Library Media Specialist

Part time experience is only acceptable if 50% or greater

Attach additional forms for each school district where employment occurred.

This form **cannot** be used for provisional pupil personnel certificates.

First Name:	Last Name:		Middle Initial:
Street Address:	City:	State:	Zip Code:
Date of Birth: / /	Last 4 Digits of the Social Security Number:		

To be Completed by School Superintendent/Chief School Officer ONLY (or Network (CFN) HR Director if NYC)

The candidate named above served as ☐ Full-time ☐ Part-time: _____%
Part time experience is only acceptable if 50% or greater.

Teacher of: _____-_____ Grades: _____
Subject(s)

Date from _____ / _____ / _____ to _____ / _____ / _____ Total full days: _____
mo day year mo day year

At: _____ ☐ Public ☐ Non Public
School name

School Address _____

Name of School District/Non-Public School: _____

Street Address: _____

City: _____State: _____Zip Code: _____

Phone:_____ Email:_____

Signature of Supt/Chief School Officer _____ Date: _____ / _____ / _____
mo day year

Print Supt/Chief School Officer's Name: _____

Supt/Chief School Officer's Title: _____