

Pre-Professional Experience Requirement Form

All candidates are required to have at least 45 hours of experience working with children or youth, preferably in an educational environment or similar. Use this form to document your pre-professional experience.

Instructions:

1. Print your full name in the space provided below.
2. Ask the supervisor, administrator, manager or Human Resources Department to provide the information requested, including their signature and title/position.
3. Submit completed form with your Department Application packet.

Candidate's Last Name	First Name	MI
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Name of School/Program	School District/Program
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Candidate's Position	Dates of Service
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Describe the nature of the pre-professional experience:

Supervisor//HR Verification:

I certify that the above named Candidate served successfully for a minimum of 45 hours in an instructional capacity in the school or program specified above during the dates of service indicated.

Supervisor/HR Print Name	Position/Title
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Supervisor/HR Signature	()	Area Code Telephone Number
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Verification Date