

SJSU PK-3 ECE Specialist Instruction Credential Program
Pre-Professional Experience Verification Form
(Highly Recommended, but not required moving forward for **all** applicants)

Name: _____ Semester Applying for: _____

Documentation of Field Experience

At least 45 hours of experience is recommended prior to applying to the program. You may use one or more of the options below to meet the 45-hour recommendation. Be sure to attach the required documentation verifying the completion of hours. This form must be signed and submitted with your CalState Apply application.

Option 1	Option 2	Option 3	Option 4	Option 5
Completion of 45-hours paid experience as a teacher's aide, teacher assistant, or teacher in a public or private elementary school classroom or an ECE classroom. Minimum of 30-hours must be spent in direct or indirect contact with students. A classroom teacher, site administrator, or district administrator may verify this experience.	Completion of 45-hours as a substitute classroom teacher in an ECE or elementary public school, 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 ECE or elementary education classroom with a credentialed teacher. The remaining 15-hours may be spent in an early childhood or 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(s) which includes field experience with early childhood or elementary students. Please note course number(s) and title(s) as they appear on your transcripts.	Alternative experience working with children such as tutoring, ABA therapist, 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 PK-3 level and in a public or private elementary school or in an ECE program setting to be considered for Option 1, 2, or 3. The number of hours must be signed off by the administrator/classroom teacher, below.

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: Admitted students who meet qualifications have the option to submit documentation of **qualifying work experience for up to 200 hours clinical practice equivalency. If you are interested in pursuing this option, you may submit the required form within 30 days of admission. See the [LCOE PK-3 Credential Website](#) for details.

Option 4:

Coursework. This option requires fieldwork experience in a TK-8 or ECE setting as part of our undergraduate coursework as an approved preparation for teaching. *Note: At SJSU, LSTP 185, ChAD 159, and ChAD 160** fulfill this requirement as long as you completed the field experience component.*

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

Description of fieldwork experience, including what school/district/grade level if applicable.:

-OR-- I will be, or am, taking LSTP185, ChAD 159, or ChAD 160. Note semester/year here: _____
If taking currently, above, please list the details of your fieldwork (including school/grade/district):

*Note: If the course is other than SJSU LSTP 185, ChAD 159 or ChAD 160, attach the syllabus reflecting the content of each course, including fieldwork requirements.

Option: Admitted students have the option to submit documentation of *qualifying early childhood practicum/supervised clinical practice courses*** for up to 200 hours of clinical practice equivalency. If you are interested in pursuing this option, you may submit the required form within 30 days of admission. See the [LCOE PK-3 Credential Website](#) for details.

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 Option 5. 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